

Brighton District Library
Board of Trustees Meeting Minutes
August 21, 2018

CALLED TO ORDER: The meeting was called to order at 7:36 p.m. by President Patrick McDonald.

ATTENDANCE: Present: President Patrick McDonald, Rich Perlberg, Arla McPeek, Jim Muzzin, Jordan Genso, Kathryn Poppy and Jane Petrie.

Absent: none

Staff: Cindy Mack, Director and Ed Rutkowski, Assistant Director

APPROVAL OF THE AGENDA: Moved by Jane Petrie and seconded by Arla McPeek to approve the agenda. Motion carried.

APPROVAL OF THE MINUTES: Moved by Jordan Genso and seconded by Jane Petrie to approve the July 17, 2018-Board Meeting minutes. Motion carried.

Moved by Jordan Genso and seconded by Jane Petrie to approve the August 7, 2018-Committee Meeting minutes. Motion carried.

PUBLIC COMMENTS: none

STAFF COMMENTS: none

PRESIDENT'S REPORT: none

DIRECTOR'S REPORT: Director Mack discussed the following:

- The Library will be closed on Monday, October 8 for the staff In-service day.
- Summer reading program attendance was quite strong.
- The Livingston County Trustees and Directors dinner will be hosted at the new Fowlerville Library on October 10th. All are encouraged to attend.
- The Relax in the Stacks event will be on Friday, September 21 from 5:30 to 7:30 p.m. This event is to recognize Library donors and supporters.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #18-0038: Moved by Jim Muzzin and seconded by Jane Petrie to approve the claims docket in the amount of \$33,791.85 dated 08/21/18. Motion carried.

Resolution #18-0039: Moved by Jim Muzzin and seconded by Arla McPeek to approve the payment of payroll checks dated 07/26/18 in the amount of \$40,800.85 and 08/09/18 in the amount of \$40,914.00. Motion carried.

FY 2018-2019 Draft Budget: The Board discussed the revenue and the expenditures of the draft budget. Final approval will be at the September Board meeting.

Policy/Personnel:

The Board discussed the Director's evaluation summary that was handed out. The Board agreed that Cindy is doing an outstanding job as Director.

Resolution#18-0040: Moved by Kathryn Poppy and seconded by Jim Muzzin to approve a raise for the Director equivalent to Library staff raises which will be decided through the budget process.

The Board discussed the #200 Personnel Policy Revisions.

Resolution #0041: Moved by Arla McPeck and seconded by Jim Muzzin to approve the #200-Policy Revisions as presented. Motion carried.

Building/Technology: none

Planning/Fundraising: none

Public relations: none

OLD BUSINESS: none

NEW BUSINESS: The Board discussed policies and procedures related to photographing in the library.

STRATEGIC PLANNING/TASK FORCE: none

BOARD COMMENTS: Jordon Genso commented how nice and fun the West Bloomfield Twp. Library is. He suggested the Board should visit this library. Kathryn asked about the LESA motion with Sean LaRosa and we hope to get a formal motion approved in the coming months. Jim commented how nice the information about the history of the Library was.

ADJOURNMENT: This meeting adjourned at 9:35 p.m.

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

NEXT MEETING:

Next Committee Meeting: Tuesday, September 4, 2018

Next Board Meeting: Tuesday, September 18, 2018