

# MENOMINEE COUNTY LIBRARY BOARD

Minutes September 20, 2016

Approved: 10/18/16

C. Peterson called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday September 20, 2016.

Present: M. Fagan, J. Freis, C. Peterson, N. Tuinstra and Commissioner L. Schei.

Excused: K. McNeeley

Public Participation: No public present.

M. Fagan moved to approve the agenda, support by J. Freis. Motion carried.

J. Freis moved to approve the minutes from the August 16, 2016 meeting, support by N. Tuinstra. Motion carried.

J. Freis moved to approve the August Financial Reports, support by M. Fagan. Motion carried.

M. Fagan moved to approve the September bills, support by N. Tuinstra. Motion carried.

## Director's Report

- A. **Library:** The Jail Cleaning crew (in August and last week) to clean and move shelves plus shift/rearrange books. I am working on an overall housekeeping plan and will work with the new county executive ref: schedule and staff requirements. Excess sale books have been packed up and picked up by Better World Books. We will be working on diverting books to Better World that will not be appropriate to the Friends on-going sale.
- B. **Patrons:** We have origami in the display case.
- C. **Bookmobile:** The automation program is progressing well, new glitches are ironed out every time the reports are run.
- D. **Programming:** Seed saving program on September 8<sup>th</sup> was sparsely attended though there is strong community interest in the "seed library". Tony Hirn is working out the details and pulling this program together. The Friends will be purchasing additional supplies as needed. Tony prepared a membership form with the help of international Seed Savers.
- E. **Friends:** Gearing up for both a Halloween Story time October 27 in the evening with the 4-H Leader Council; and for the fall raffle. They are meeting on Thursday, September 22, 2016.
- F. **Volunteers:** August Hours = 40
- G. **Financial:** UPRLC Restricted Account; Director's travel expenses for New and Advanced Director's workshops and the Demco order for replacement CD storage units have been submitted. Requesting payment for replacement headphones and a one year institutional membership to the Michigan Library Association. Final Draft Budget as approved 9/6/16 was distributed in packet.
- H. **Additional Issues:** New Director/Advanced Director Training was very informative and I did some networking on items of interest that may concern our county in the future. I feel more confident about the annual report and state aid process. I also learned a lot about library millages; mostly it would not be beneficial to do one. UPRLC Meeting is next week; I will be attending on 9/27-9/28/2016. Requesting expenses through UPRLC Restricted Account.

New Business

Discussion on revised Volunteer Policy and application form; Director will make suggested changes for the next meeting. Tabled approval of policy wording until October meeting.

J. Freis moved to: Increase the non-resident card to an annual fee of \$20.00 per family effective October 1, 2016. Support by M. Fagan. Motion Carried.

Discussion: URPLC Restricted Account review and proposed spending.

M. Fagan moved to: Add a 1 year institutional membership to the Michigan Library Association to the URPLC Restricted Account list for the September payments. Support by J. Fries. Motion Carried.

M. Fagan moved to: Approve the Seed Saver Membership form with spelling corrections as noted. Support by N. Tuinstra. Approved.

Public Participation: No public present.

As there was no further business, J. Freis moved to adjourn the meeting with support by M. Fagan. Motion carried. Meeting adjourned at 11:48.

Submitted by:

Amanda Winnicki, Library Director