

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:05 AM on Tuesday, December 15, 2015.

Roll call was taken and present M. Fagan, J. Freis, K. McNeely, and C. Peterson, Commissioner Larry Schei. Excused: J. Bejgrowicz

C. Peterson moved to approve the agenda. Seconded by J. Freis, motion carried.

Public Participation: No public participation at this time.

C. Peterson moved to approve the minutes from the November 17, 2015 meeting. Seconded by J. Freis, motion carried.

C. Peterson moved to approve the November financial report. Seconded by M. Fagan, motion carried.

C. Peterson moved to pay the December bills. Seconded by M. Fagan, motion carried.

Director's Report

- A. The circulation stat comparisons for November are in your packets. Note; the library was closed for 3 holidays and Hermansville was closed due to building staff training.
- B. The Annual Library report was filed by Pat with the Library of Michigan – Copies are available for review and on the Library of Michigan Website. This report was discussed with highlights about where we stand compared to other libraries in our service class/size.
- C. Give-A-Kid-A-Book program in conjunction with the Spies Public Library in Menominee was successful we had both books and cash donated for the year around program.
- D. Tax forms and instructions were ordered – not sure what we will get but we will make it work.
- E. MelCat is back on line and working fine, we have caught up with our inter-loan back up.
- F. I had some intermitted trouble with my emails and receiving the financial reports from the county which is why they are in your packets and were not mailed. This situation seems to be “resolved”.
- G. Hermansville computer was installed this morning and I have asked the tech support to look at automation options for handing checkouts on the bookmobile. This machine was purchased by the Friends of the Library.
- H. Bookmobile had the oil changed in the generator and the door latch fixed.
- I. Friends of the Library Fall/Winter Newsletter is available.

Old Business:

- A. Candidates for Bookmobile Assistant Position were interviewed; Jennifer Hirn has accepted the position. Her start date is 12/28/15.

New Business:

- A. Sally Harris the Outreach Coordinator is retiring 1/15/16 – Library Board with coordinate with the Friends group for a reception. On January 21, 2016 from 3-5 at the library
- B. Library Phone billing issues re AT&T continue (County change in long distance carriers) continue to crop up. Amanda is following up as needed.
- C. Motion to approve 2016 Holiday schedule by C. Peterson; seconded by J. Freis, motion carried.
- D. 2% staff raise by County was reviewed. Library Board wrote a letter to remind county that this increase includes library staff and is in the library budget.

Other Board Concerns: C. Peterson's term expires December 31, (last of the terms expiring on old system.) Board voted to send a letter of recommendation to the County for reappointment. Motion by J. Freis; seconded by M. Fagan motion carried.

Public Participation:

As there was no further business, J. Freis moved to adjourn the meeting. Seconded by M. Fagen, motion carried. The meeting adjourned at 11:28 AM.