

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:00 AM on Tuesday, November 18, 2014.

Roll call was taken and present were J. Bejgrowicz, J. Freis, K. McNeely and C. Peterson. M. Fagan was excused.

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

Public Participation: No public present.

J. Freis moved to go into closed session per MCL 15.268, Section 8(a) to evaluate the library director. Seconded by J. Bejgrowicz. Individuals in the closed session were the four library board members. Roll call vote was taken with all members voting YES. The board entered closed session at 11:03 AM.

C. Peterson moved to end the closed session and resume the regular meeting. Seconded by J. Bejgrowicz. Roll call vote was taken with all members voting YES. The regular meeting resumed at 11:17 AM.

J. Freis moved to place the director's evaluation on file. Seconded by C. Peterson. Roll call vote was taken with all members voting YES.

C. Peterson moved to approve the minutes from the October 21, 2014 meeting. Seconded by J. Bejgrowicz, motion carried.

J. Freis moved to approve the October and revised September financial reports. Seconded by J. Bejgrowicz, motion carried.

C. Peterson moved to pay the November bills. Seconded by J. Freis, motion carried.

Director's Report:

A. The monthly circulation stat comparisons for October were in the board packets.

B. The Friends held their first Halloween story-time on Monday, October 27 at 6:30 PM, and the Stephenson High School National Honor Society students read to the children. The honor society students brought carved pumpkins and entertained twenty-nine children who wore costumes for the event.

The Friends removed their fall decorations outside and placed the winter wreath and decorations in front of the library. Their fall 2014 newsletter is on display at the circulation desk.

The Friends purchased two new computers and one printer for our library. Jean Montgomery will install them on November 19.

C. Joanne Whitley, the interlibrary loan specialist for over thirty years at Superiorland Library Cooperative has resigned and will be working in Florida. Her last day was Friday, November 14. Since we are a member of MelCat, we did not need to use her services this past year. If we need to borrow items outside of Michigan libraries, the Cooperative has made arrangements with the White Pine Library Cooperative in Saginaw to utilize their ILL service.

Old Business:

- A. USF Reimbursement for Telecommunications – Update – We received a check for \$1,948.75 from AT&T to cover Funding Year 16.

New Business:

- A. Xerox Work Center #4118 Copier Lease – Xerox picked up the Work Center #4118 copier on Thursday, November 13 and terminated our lease.
- B. Copier Lease Agreement –Cooper Office Equipment, Inc. – After reviewing the lease document, C. Peterson moved to enter a five-year lease agreement with Cooper Office Equipment. Seconded by J. Bejgrowicz, motion carried.
- C. APS Battery Backup-Surge Protectors – The County is supplying backup-surge protectors for all the computers, printers and scanners.

Other Board Concerns: No board concerns at this time.

Public Participation: No public present.

As there was no further business, C. Peterson moved to adjourn the meeting. Seconded by J. Bejgrowicz, motion carried. The meeting adjourned at 11:42 AM.