

Milan Public Library Board of Trustees
Public Meeting of March 8, 2011
Regular Meeting, 7:00 p.m.
Milan Public Library Meeting Room

1. Election of Officers –

- a. **MOTION:** To elect Darlene Middleton as Treasurer, voted unanimously No. **MOTION:** To elect Larry Biederman as President, Randy Westbrook as Vice President, Millard Phillips as Treasurer, and Darlene Middleton as Secretary by Shaw/Gleason, approved unanimously.

2. Call to order at 7:00 p.m. Biederman,

- a. Trustees present: Millard Phillips, Lar Biederman, Darlene Middleton, Valorie Gleason, & Nancy Shaw.
- b. Trustees excused absent: Randy Westbrook
- c. Staff Present: Library Director Susan Wess
- d. Public Present: Jim Seidl from the Woodlands Co-op

3. Public comment – None

4. Suggestion Box – Patrons suggested the purchase of the following:

- a. Christy Miller Series by Robin Jones Gunn
- b. The Judgment by Beverly Lewis
- c. Indelible by Kristen Heitzman
- d. Over the Edge, B & H by Brandilyn Collins
- e. Leaving by Karen Kingsbury
- f. Learning by Karen Kingsbury
- g. An Engagement in Seattle by Debbie Macomber
- h. Family Affair by Debbie Macomber
- i. Toothfairy Movie
- j. At the Duke's Pleasure, Seduced by His Touch, Tempted by his Kiss by Tracy Anne Warren
- k. Cowboys and Aliens by Fred Van Lente/Scott Mitchell Rosenberg
- l. I Am Number Four by Pihocus Lore
- m. More books by Mary Doria Russell
- n. Midnight, BK 1 by Erin Hunger

- 5. Approval of Agenda - MOTION:** To approve agenda with addition to Item 15. New Business **h. Chase Accounts, I. Proposed Library Law Changes, J. Committee Appointments by Shaw/Gleason, approved unanimously.**

6. **Reading and Approval of Minutes** – To approve the February 2011 minutes by Shaw/Gleason, approved unanimously.
7. **Correspondence** –None.
8. **Financial Report** –Trustee Phillips presented the financial results for the month of February 2011. MOTION to approve by Middleton/Gleason, approved unanimously.
9. **Approval of Bills, Payables and Bank Statements** - Motion to approve bank statement reconciliation for December 2010 by Biederman/Gleason, approved unanimously. Motion to approve Bills & Payables by Biederman/Gleason, approved unanimously.
10. **Budget Amendments** – MOTION to approve Resolutions 59 & 60 dated February 8, 2011 by Middleton/Shaw, approved unanimously.
11. **Building Study** – None.
12. **Committee Reports** – None. The next Policy meeting is March 15, 2011 at 7p.m.
13. **Director's Report** –
 - a. Staffing has been tight in recent months.
 - b. The School appreciates our efforts to purchase new books addressing suicide and require no additional assistance at this point.
 - c. Book club is forming at the library – first meeting to be held March 24.
14. **Old Business:**
 - a. **Non Fiction Budget** – Approve the transfer to the non fiction budget – a formal budget resolution will be approved at the next board meeting.
 - b. **BTOP (computer) Grant** – Grant total \$9,126 for new computers, Library match is \$720 and Friends match is \$405.
15. **New Business:**
 - a. **Election of Officers** – see above.
 - b. **IT Contract** – MOTION to approve IT contract by Shaw/Biederman, approved unanimously.
 - c. **Millage 2011** – Discussion of .25 Millage in 2011.
 - d. **Overdrive** – Jim Seidl discussed Woodlands collaboration with Overdrive, costs to join, annual fees, and when new libraries can join.
 - e. **Nook** – MOTION to approve purchase of Nook at a discounted price for staff training.
 - f. **Library closing for computer/furniture set up** - MOTION to approve the closing of the library for a day to install computers and furniture set up during a Tuesday, Wednesday

or Thursday (specific date to be determined by director) by Biederman/Shaw, approved unanimously.

- g. **Carpet bids** – MOTION to approve the Fiberbrite contract for carpet and chair cleaning by Biederman/Shaw, approved unanimously.
- h. **Chase Accounts** – President Biederman has online access to view only two of the Library accounts. President Biederman is working with Chase to discontinue this view option.
- i. **Proposed Library Law Changes** -
Jim Seidl – update on the State of Michigan relating to libraries:
Act 164 of 1877 – Jim worked with an attorney to revise this Act. Requesting Libraries to review – and will take it to Lansing when the time seems right.
- j. **Committee Appointments** – MOTION to approve Policy Committee members as Biederman/Gleason/Shaw and Finance Committee members as Middleton/Phillips/Westbrooks by Biederman/Shaw, approved unanimously.

16. **Adjournment:** MOTION to adjourn at 9:10 p.m. by Biederman/Shaw, approved unanimously.

The next regular meeting April 11, 2011, 7:00 p.m.

Respectfully submitted,

Darlene Middleton, Secretary

Laurence Biederman, President