

Milan Public Library Board of Trustees  
Public Meeting of October 18, 2011  
Regular Meeting, 7:30 p.m.  
Milan Public Library Meeting Room

**1. Call to order at 7:30 p.m. Biederman,**

- a. Trustees present: Larry Biederman, Darlene Middleton, Millard Phillips, Valorie Gleason, Nancy Shaw & Randy Westbrooks.
- b. Staff Present: Library Director Susan Wess
- c. Public Present: Judith Thompson-Torosian, Michigan Municipal League

**2. Public comment – None.**

**3. Suggestion Box – Patrons suggested the purchase of the following:**

- “Lover Unleashed”, J.R. Ward
- “10 Mindful Minutes”, Goldie Hawn
- “Lost Dragon Chronicle” series, D’Lacey
- “Emerald Atlas”, John Stephens
- “Billionaire’s Curse”, Richard Newsome
- “Stoneheart Trilogy”, Charlie Fletcher
- “Rainbow Magic” series, Daisy Meadows
- “That’s What I Am” – DVD
- “Ranger’s Apprentice: The Lost Stories”, John Flanagan
- “A Dance With Dragons”, George R. R. Martin
- subscription to Ancestry.com

**4. Approval of Agenda - MOTION:** To approve agenda with addition to Item 13. Old Business d. millage, 14. New Business a. working at home, b. police incident and c. book and author Westbrooks/Shaw, approved unanimously.

**5. Reading and Approval of Minutes – MOTION:** To approve the September 2011 minutes by Gleason/Shaw, approved unanimously.

**6. Correspondence** –President Biederman received a letter from the Friends, highlighting recent efforts.

**7. Financial Report** –The board reviewed the financial results for the month of September 2011. MOTION to approve by Shaw/Biederman, approved unanimously.

8. **Approval of Bills, Payables and Bank Statements** - Motion to approve Bills & Payables for September 2011 by Shaw/Gleason approved unanimously. Motion to approve the bank reconciliations for July 2011, by Biederman/Shaw, approved unanimously.

9. **Budget Amendments** – Note that Amendment #68 was deemed to be not necessary (per auditor) – therefore Resolution 68 dated September 13, 2011 is cancelled.

10. **Building Study** – None.

11. **Committee Reports** – No meetings – next policy meeting will be held November 3, 2011.

12. **Director's Report** –

- Staffing – 22 applicants received for the reference librarian. Currently down to 3 candidates.
- Cynthia has returned to work!
- Received many donations in memory of Paul Atkinson.
- Joyce, Barbara and Susan attended a workshop at Plymouth District Library.
- Super couponing was a successful adult program.
- Computer classes for seniors just completed.
- Overdrive has been launched and has received positive feedback.

13. **Old Business:**

- a. **York Township Meeting** – Director Wess and Trustee Phillips attended a York Township meeting discussing the services that we provide and the hardships we've had this year.
- b. **Boiler** – The boiler is working. We are hopeful that insurance will cover the damage.
- c. **Auditor** – The Auditor should present Financial Statements next month at the board meeting.
- d. **Millage** – Director Wess presented information on the millage to the Women's Club, and York Township.

14. **New Business:**

- a. **Judith Thomson-Torosian, Michigan Municipal League** – The MML met and approved dividend refunds to its members – The Library's share is \$872.
- b. **GASB 54** – A policy is required.
- c. **Trustee Series Webinars** <http://woodlands.lib.mi.us/handbook/workshops.htm> - board members are encouraged to view at our convenience.

- d. **Senate Bill 7** – Has passed and will require one of the following: 80 employer/20 employee, \$5,500 employer/ remainder employee. There is some unclarity surrounding whether a public library is exempt from this.
  - e. **Working at Home** – Director Wess and other library staff work an occasional hour or so from home.
  - f. **Police Incident** – A patron has been causing trouble in the library using profane language and intimidating other patrons. The police have been notified and are well aware of this patron.
  - g. **Book and Author** – An author has approached the library to have an author/book signing in the library. A share of the proceeds will go to the Library.
15. **Adjournment:** MOTION to adjourn at 8:25 p.m. by Biederman/Middleton, approved unanimously. The next regular meeting November 8, 2011, 7:30 p.m.

Respectfully submitted,

Randy Westbrooks, Secretary

Laurence Biederman, President