

Milan Public Library Board of Trustees
Public Meeting of March 13, 2012
Regular Meeting, 7:30 p.m.
Milan Public Library Meeting Room

1. Call to order at 7:38 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

2. Public comment – None.

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

- Downfall by Terri Blackstock
- The Fiddler by Beverly Lewis
- A Princess of Mars by Edgar Rice Burroughs (AUDIO)
- When Maidens Mourn by CS Harris
- Bailey Franigan Series - #4 Loving by Karen Kingsbury
- Little Foots by Louis Lowry

Suggest that children have more computers

4. Approval of Agenda - MOTION: To approve agenda by Middleton/Westbrooks, approved unanimously.

5. Reading and Approval of Minutes – MOTION: To table February 2012 minutes by Biederman/Shaw, approved unanimously.

6. Correspondence – None

7. Financial Report –The board reviewed the financial results for the month of February 2012. MOTION to approve by Westbrooks/Gleason, approved unanimously.

8. Approval of Bills, Payables - Motion to approve Bills & Payables for February 2012 by Westbrooks/Middleton approved unanimously.

9. Bank Statements - Motion to table the bank reconciliations for September - December 2011 and January – February 2012, by Westbrooks/Middleton, approved unanimously.

10. Budget Amendments – MOTION to approve Budget Amendment #69 (attached) by Shaw/Gleason, approved unanimously.

11. **Building Study** – Topic of District Library was discussed. President Biederman is meeting with potential committee members.

12. **Committee Reports** – No committee meetings.

13. **Director's Report** –

- Staffing – Staff meeting was held to begin working on team Library goals.
- Generous patron has made several donations of TV series on DVD.
- One day library sale
- Aid in Milan donations – very successful
- Banking – we are fee free !

14. **Old Business:**

- a. **Job Descriptions** – Table until next meeting
- b. **QSAC** – will be filed in March

15. **New Business:**

- a. **Library card policies** – MOTION to approve proposed library card policy by Shaw/Middleton, approved unanimously.
- b. **Health Insurance Copay** – Staff now have to pay 20% of health premiums beginning with the next policy renewal – in June 2012.
- c. **Cleaning Computers** – Would like to do a one-time cleaning of all computers – and then have a schedule so that only one computer is cleaned at a time.
- d. **Shades in Directors Office** – One quote has been received, waiting on other bids.

16. **Adjournment:** MOTION to adjourn at 8:35 p.m. by Biederman/Middleton, approved unanimously. The next regular meeting April 10, 2012, 7:30 p.m.

Respectfully submitted,

Randy Westbrooks, Secretary

Laurence Biederman, President