

Milan Public Library Board of Trustees  
Public Meeting of October 9, 2012  
Regular Meeting, 7:30 p.m.  
Milan Public Library Meeting Room

1. **Call to order at 7:33 p.m. Biederman,**
  - a. Trustees present: Larry Biederman, Bob Chidester, Darlene Middleton, Millard Phillips, 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:**
  - a. Heather Brewer – *Second Chance*
  - b. Karen Kingsbury – *The Bridge*
  - c. William Paul Young – *Crossroads*
  - d. Kristen Heitzmann – *The Breath of Dawn*
  - e. Ted Dekker – *The Sanctuary*
  - f. Ace Adkins – *The Ranger* (and 2<sup>nd</sup> in series)
  - g. Edgar Rice Burroughs – *Thuvia, Maid of Mars* (audiobook)
  - h. Apple iMacs
4. **Approval of Agenda** - MOTION: To approve agenda with addition to 15. New Business c. Bill Paying and d. Hospitalization and Medicare by Shaw/Westbrooks, approved unanimously.
5. **Reading and Approval of Minutes** – MOTION: To approve the September 2012 minutes by Shaw/Westbrooks, approved unanimously.
6. **Correspondence** – None
7. **Financial Report** –The board reviewed the financial results for the month of September 2012. MOTION to approve by Westbrooks/Shaw, approved unanimously.
8. **Approval of Bills, Payables** - MOTION to approve Bills & Payables for September 2012 by Shaw/Westbrooks, approved unanimously.
9. **Bank Statements** - MOTION to table the bank reconciliations for June 2012 and approve for August 2012, by Shaw/Westbrooks, approved unanimously.
10. **Budget Amendments** – None
11. **Building Study** – None.
12. **Committee Reports** – None.
13. **Director’s Report** –
  - a. Boiler approved by city council.
  - b. Director Wess and Reference Librarian Beaton have been to workshops recently.
  - c. Michigan Municipal League will present dividend check in November.

- d. Director Wess deleted about 80 expired MichiCards. Statistics on MichiCard presented.

MOTION to approve Director's report by Shaw/Westbrooks, approved unanimously.

**14. Old Business –**

- a. **Boiler** – Location of boiler approved by city council. Details of the legal agreement are being worked out.
- b. **MERS** – Director Wess would like to postpone for another month – has not heard from employees who want to participate.
- c. **Audit** – Audit on September 18<sup>th</sup> went well. Trustee Middleton and Director Wess were given some good ideas for the future. Auditor will come to a future board meeting.

**15. New Business –**

- a. **MConsole** – MOTION to purchase software by Westbrooks/Shaw, approved unanimously.
- b. **Bill Paying** – Discussion about allowing online bills to be paid immediately upon authorization by Director Wess, to avoid late fees/missed payments. MOTION to approve by Shaw/Westbrooks, approved unanimously.
- c. **Hospitalization and Medicare** – a. At age 65, employees have to pay an extra \$100 out of pocket for mandated Medicare. If employee worked less hours per week than the threshold for receiving benefits from employer, employer and employee could drop insurance to a supplemental, less costly plan. Since 30 hrs is considered FT for library employees, at this time this option is not feasible.
- d. **Director Evaluation** - MOTION to move to a closed Executive Session to discuss personnel matters by Shaw/Biederman, approved unanimously. MOTION to move to an open session by Shaw/Biederman, approved unanimously.

16. **Adjournment** – MOTION to adjourn at 8:08 p.m. by Shaw/Biederman, approved unanimously. The next regular meeting will be November 13, 2012, 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President