

Milan Public Library Board of Trustees
Public Meeting of November 1, 2016
Regular Meeting, 7:30 p.m.
Milan Public Library Meeting Room

- 1. Call to order at 7:43 p.m. by Westbrooks.**
 - a. Trustees present: Bob Chidester, Darlene Middleton, Millard Phillips, Randy Westbrooks
 - b. Trustees excused absent: Joyce Armitage, Laurence Biederman
 - c. Staff present: Assistant Director Barbara Beaton
 - d. Public present: None
- 2. Public comment** – None.
- 3. Suggestion Box** –
 - a. *Anne of Green Gables: The Continuing Story*
- 4. Approval of Agenda** – MOTION to approve the Agenda by Chidester/Middleton, approved unanimously.
- 5. Reading and Approval of Minutes** – Chidester noted that the September minutes should be amended under Section 7 to read “MOTION to approve the August financial report by Westbrooks/Chidester, approved unanimously.” MOTION to approve the September minutes as amended by Westbrooks/Middleton, approved unanimously.
- 6. Correspondence** – None.
- 7. Financial Report** – MOTION to approve the September financial report by Westbrooks/Chidester, approved unanimously.
- 8. Approval of Bills, Payables** – MOTION to approve Bills & Payables for September 2016 by Middleton/Phillips, approved unanimously.
- 9. Bank Statements** – MOTION to approve the bank reconciliations for January-June 2016 by Chidester/Phillips, approved unanimously. MOTION to table the bank reconciliations for July-October 2016 by Westbrooks/Chidester, approved unanimously.
- 10. Budget Amendments** – None.
- 11. District Library** – None.

12. Committee Reports – None.

13. Assistant Director's Report –

- a. Some of the new furniture funded by the GMACF has arrived. Staff are assembling it, and will be looking for ways to re-purpose the furniture that is being replaced. The staff also spent part of the day on October 24 cleaning up the public spaces and staff work spaces that are viewable by the public. Additional efforts will be ongoing.
- b. Jennifer Perryman and Barbara Beaton have engaged the Library staff with a Harwood program activity, and hope to do the same with the Library board.
- c. The book *\$2 a Day: Living on Almost Nothing in America* has been chosen as the 2017 Washtenaw Reads title. The Library will hosting at least one program centered around the book. Barbara Beaton is on the county-wide steering committee for this program.
- d. The new Crafty Afternoons program has been well received.
- e. The Library was represented at the Milan Downtown Merchants Trick or Treat Hour on October.

14. New Business –

- a. Employee Health Insurance – Director Wess did a lot of research on new health insurance options now that the only Library employees eligible for health insurance are eligible for Medicare, and found one that will save the Library on its monthly health insurance expenses. MOTION to approve the new health insurance plan for the two employees by Middleton/Chidester, approved unanimously.
- b. Harwood Institute – Tabled until December meeting.

15. Adjournment – MOTION to adjourn at 8:03 pm by Westbrooks/Phillips, approved unanimously.

The next regular meeting will be December 13, 2016, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Randy Westbrooks, Vice-President