

Milan Public Library Board of Trustees  
Public Meeting of January 14, 2014  
Regular Meeting, 7:30 p.m.  
Milan Public Library Meeting Room

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

- a. Trustees present: Joyce Armitage, Larry Biederman, Bob Chidester, and Randy Westbrooks; Excused absent: Darlene Middleton, Millard Phillips
- b. Staff present: Library Director Susan Wess
- c. Public present: None

**2. Public comment – None.**

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

- a. *Champion (Legend #3)* by Marie Lu
- b. *In the Blood* by Lisa Unger
- c. *Marshall Mathers LP2* by Eminem (music CD)
- d. *The Fault in Our Stars* by John Green
- e. *Lost Seasons 5 & 6* (DVD)
- f. *Dr. Who* Season 4 (DVD)
- g. The new Samuel Craddock book by Terry Shames
- h. *Speaker for the Dead* and *Ender's Shadow* by Orson Scott Card
- i. Mozilla Firefox browser on the public computers
- j. Coat hooks for the restrooms

**4. Approval of Agenda –** Director Wess suggested the addition of d. Burst Water Pipe to New Business. MOTION to approve agenda as amended by Westbrooks/Armitage, approved unanimously.

**5. Reading and Approval of Minutes –** MOTION to approve the December 2013 minutes by Westbrooks/Biederman, approved unanimously.

**6. Correspondence –** Director Wess received a letter from a patron regarding fines for overdue materials.

**7. Financial Report** – MOTION to table the December financial report by Westbrook/Biederman, approved unanimously.

**8. Approval of Bills, Payables** – MOTION to approve Bills & Payables for December 2013 by Biederman/Westbrook, approved unanimously.

**9. Bank Statements** – MOTION to table the bank reconciliations for September and December, 2013 by Biederman/Westbrook, approved unanimously.

**10. Budget Amendments** – None.

**11. District Library** – Biederman had a meeting with Mayor Armitage, who fully supports the effort to create a district library. Milan Area Schools Superintendent Bryan Girbach would also like to see the library expand its service area. State law currently allows a school district to be one of the entities comprising a district library, but this legal provision expires on January 15, 2015. Mayor Armitage has already made contact with policymakers in Lansing about having the law renewed. In addition, the City has a contract with a law firm that employs an expert on library law, and Mayor Armitage will be able to get answers to some of the questions the Committee has had about district library formation.

**12. Committee Reports** – None.

**13. Director's Report** –

- a. The library had to close for two days during the recent Polar Vortex.
- b. The library has received some generous donations recently.
- c. Multiple staff members are taking vacation time, so Director Wess is juggling schedules.
- d. Chris Debear from Library Design in Plymouth will be coming on January 21 to discuss the replacement of the carpet in the main part of the library. The library will be pursuing a grant to fund this, and Director Wess is going to contact Joyce Ervin about writing a newspaper story about library maintenance issues.

**14. Old Business** – None.

**15. New Business** –

- a. Auditor – The auditor could not attend tonight's meeting. The discussion of the annual audit will be held at next month's meeting.

- b. Election of Officers – Due to the absence of two Board members at this meeting, the election of officers will be conducted at next month's meeting.
- c. Library Closures – The library closed for two days during the recent Polar Vortex. The Board made the decision not to close early on a third day. The weather event highlighted the fact that the library does not have an actual policy on this issue. Traditionally it has been the responsibility of the Board President to make the decision. However, both Biederman and the staff would prefer the decision to be made as a result of discussion among multiple Board members. Barbara Beaton queried other Michigan libraries and compiled a list of closure policies. Biederman will draft a policy for the Milan Public Library.
- d. Burst Water Pipe – A water pipe in the breezeway between the library and City Hall burst and flooded Director Wess's office. Monroe Plumbing & Heating came out and capped the pipe. A restoration company will fix the damage (e.g., drywall).

**16. Adjournment** – MOTION to adjourn at 8:12 p.m. by Westbrooks/Chidester, approved unanimously. The next regular meeting will be February 11, 2014, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President