

Milan Public Library Board of Trustees
Public Meeting of May 13, 2014
Regular Meeting, 7:30 p.m.
Milan Public Library Meeting Room

1. Call to order at 7:32 p.m. by Biederman.

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

2. Public comment – None.

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

- a. A Broken Kind of Beautiful – Katie Granshert
- b. Dr. Who -- DVD
- c. Newsroom Season 2 --DVD
- d. Ultimate Gift -- DVD
- e. Ultimate Life -- DVD
- f. Top Gear – DVD
- g. On Becoming Baby Wise II
- h. Jaws – Peter Benchley
- i. Refuge – Melinda Viergiver Inman
- j. Blind Trust – Sandra Orchard
- k. Fighting Chance – Elizabeth Warren
- l. Robin Roberts book
- m. Stress Test – Timothy Geitner

4. Approval of Agenda – MOTION to approve agenda by Westbrooks/Middleton, approved unanimously.

5. Reading and Approval of Minutes – MOTION to approve the April 2014 minutes by Middleton/Armitage, approved unanimously.

6. **Correspondence** – A letter was received from a patron regarding residue on magazines. A letter was also received from a patron regarding the process of Monroe County residents' use of the library.
7. **Financial Report** – MOTION to approve the April financial report by Westbrook/Biederman, approved unanimously.
8. **Approval of Bills, Payables** – MOTION to approve Bills & Payables for April 2014 by Middleton/Westbrook, approved unanimously.
9. **Bank Statements** – MOTION to table the bank reconciliations for December 2013 and February-April 2014 by Biederman/Westbrook, approved unanimously.
10. **Budget Amendments** – None.
11. **District Library** – President Biederman provided update on the impending passage of a bill that eliminates the deadline on including a school district as part of a district library.
12. **Committee Reports** – None.
13. **Director's Report** –
 - a. Grant was awarded to the library for health literacy
 - b. Health Insurance – we are locked into our rates until December 2014. Unsure as to what the rates will be effective January 1, 2015.
 - c. AT&T – Billing issue has been resolved and the library is owed a credit.
 - d. RIDES – is the delivery service for MelCat inter-library loans. Beginning this year, we pay RIDES and then are reimbursed by Woodlands .
 - e. State Aid – has been received.
 - f. Tax revenue – is expected to stay relatively flat next year.
14. **Old Business** –
 - a. Snow Removal – to be incorporated into budget planning
 - b. Computers – MOTION to approve the purchase of three staff computers, not to exceed \$2,500 in total by Westbrook/Armitage, approved unanimously.
15. **New Business** –

- a. Report on Small and Rural Library Conference – Erin presented a summary of the different sessions that she and Barbara attended at the conference. There were many free and/or affordable programs that we could implement at the library.
- b. Mission Statement – was reviewed and is to be approved by the Policy Committee.
- c. Parades and Community Events – The board discussed the library’s participation in the City’s Memorial Day and Fair Parades. It was concluded that we would participate in the Fair Parade.
- d. Social Media Policy – to be reviewed by the Policy Committee

16. Adjournment – MOTION to adjourn at 8:52 p.m. by Westbrooks/Biederman, approved unanimously.

The next regular meeting will be June 10, 2014, at 7:15 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President