

Milan Public Library Board of Trustees
Public Meeting of September 9, 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, Millard Phillips, and Randy Westbrooks; Excused absent: Darlene Middleton
 - b. Staff present: Library Director Susan Wess
 - c. Public present: Police Chief Gerard Scherlinck
- 2. Public comment** – None.
- 3. Suggestion Box** – Patrons suggested the purchase of the following:
 - a. *Christy Miller: The College Years* by Robin Jones Gunn
 - b. *The River* by Beverly Lewis
 - c. *Deceived #1-3* by Irene Hannon
 - d. *The Search* by Avatar
 - e. *Doctor Who* (DVD – BBC series)
 - f. *God Is Not Dead* (DVD)
 - g. *MacGuyver* Season 5 (DVD)
- 4. Approval of Agenda** – Suggestion to amend the Agenda by adding 14. Old Business c. By-Laws, and 15. New Business c. Endowment Newsletter. MOTION to approve the agenda as amended by Westbrooks/Biederman, approved unanimously.
- 5. Reading and Approval of Minutes** – MOTION to approve the August 2014 minutes by Armitage/Westbrooks, approved unanimously.
- 6. Correspondence** – None.
- 7. Financial Report** – MOTION to approve the August financial report by Westbrooks/Armitage, approved unanimously.
- 8. Approval of Bills, Payables** – MOTION to approve Bills & Payables for August 2014 by Westbrooks/Biederman, approved unanimously.

9. Bank Statements – MOTION to table the bank reconciliations for July-September 2014 by Westbrooks/Biederman, approved unanimously.

10. Budget Amendments – MOTION to table budget amendments by Westbrooks/Biederman, approved unanimously.

11. District Library – A meeting with representatives of the Monroe County Library System is tentatively scheduled for September 23 in Dundee.

12. Committee Reports – The Policy and Personnel Committee met in August and discussed the Library's Mission Statement and By-Laws.

13. Director's Report –

- a. The Greater Milan Area Community Foundation awarded three grants to the library. The grants will fund the purchase of four new youth computers, a new CD case, and a standing large print order.
- b. The Library received \$41,145.58 in penal fines in August.
- c. Staff will start on the annual filing for State Aid this month.
- d. The Library has received a \$200 donation for the purchase of books, magazines, etc., and a \$600 donation for the purchase of a new computer.
- e. Assistant Director Beaton has begun planning for Fall programs.

14. Old Business –

- a. IT Contract – Police Chief Scherlinck presented the formal amendment document for the Library's contract with the City for IT services. The amended contract will expire on December 31, 2015. MOTION to approve the contract amendment by Westbrooks/Chidester, approved unanimously.
- b. Mission Statement – Biederman presented a revised version of the Library's mission statement, as drafted by the Policy and Personnel Committee. Westbrooks suggested the deletion of one word for grammatical purposes. MOTION to approve the revised mission statement by Biederman/Phillips, approved unanimously.
- c. By-Laws – Biederman presented proposed revisions of the Library's By-Laws, as drafted by the Policy and Personnel Committee. Board members suggested minor revisions to

the formatting of the By-Laws and corrections of typos. MOTION to approve the proposed revisions by Phillips/Westbrooks, approved unanimously.

15. New Business –

- a. Minimum Wage – Director Wess suggested that with the upcoming increases in the minimum wage, the Board should consider wage adjustments to address existing inequities in employee wages. The Board discussed the financial impact of the proposed increases. MOTION to approve the suggested wage adjustments by Biederman/Westbrooks, approved unanimously.
- b. Library Incident – There was a recent incident involving inappropriate behavior by a male youth patron. The Board suggested that Director Wess send a formal letter to the patron's parents or guardians to document the incident.
- c. Endowment Newsletter – MOTION to approve payment for a postage permit for the Endowment Newsletter by Westbrooks/Biederman, approved unanimously.

16. Adjournment – MOTION to adjourn at 8:37 p.m. by Westbrooks/Biederman, approved unanimously. The next regular meeting will be October 14, 2014, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President