

Milan Public Library Board of Trustees  
Public Meeting of August 12, 2014  
Regular Meeting, 7:30 p.m.  
Milan Public Library Meeting Room

- 1. Call to order at 7:40 p.m. by Biederman.**
  - a. Trustees present: Joyce Armitage, Larry Biederman, Darlene Middleton, Millard Phillips, and Randy Westbrooks;
  - b. Trustees excused absent: Bob Chidester
  - c. Staff present: Library Director Susan Wess
  - d. Public present: None
- 2. Public comment** – None.
- 3. Suggestion Box** – Patrons suggested the purchase of the following:
  - a. Angels Walking, Karen Kingsbury
  - b. American Girl, The Care & Keeping of you
  - c. Sight Unseen and Live to See tomorrow, Irish Johansen
  - d. Ninja Turtles the Movie (the newest one)
  - e. Little Rascals -- DVD
  - f. Signed by God, Jerry Jacoby
- 4. Approval of Agenda** – MOTION to approve agenda by Westbrooks/Middleton, approved unanimously.
- 5. Reading and Approval of Minutes** – MOTION to approve the July 2014 minutes by Westbrooks/Middleton, approved unanimously.
- 6. Correspondence** – None.
- 7. Financial Report** – MOTION to approve the July financial report by Westbrooks/Middleton, approved unanimously.
- 8. Approval of Bills, Payables** – MOTION to approve Bills & Payables for July 2014 by Middleton/Westbrooks, approved unanimously.
- 9. Bank Statements** – MOTION to approve the June 2014 bank statements and MOTION to table the bank reconciliations for July – August 2014 by Westbrooks/Middleton, approved unanimously.
- 10. Budget Amendments** – None.

**11. District Library** – None.

**12. Committee Reports** – None.

**13. Director's Report** –

- a. Health insurance increases were not significant.
- b. Minimum Wage increases are as follows:
  - 9/1/2014 - \$8.15
  - 1/1/2016 - \$8.50
  - 1/1/2017 - \$8.90
  - 1/1/2018 - \$9.25
- c. Milan Fest – The library had a presence at the festival.
- d. Circus Tickets – Selling circus tickets required significant effort by the staff. Additionally, without contact information from the circus, it was difficult to answer questions of patrons.
- e. Mice – pest control has been contacted.
- f. Library Millages – 19 libraries were successful in their millage requests and 2 were not.
- g. New Business Brochure – has been produced and is available for patrons.
- h. Friends of the Library – continues to support the purchase of library cards. The library is selling coffee mugs (which look great !) for \$5.00

**14. Old Business** –

- a. Gas Meter – Installation will take 2-3 weeks once started.
- b. Circus – Originally the library agreed to sell tickets and posters were printed indicating tickets would be sold at the library. The library honored our commitment, but in the future, will not sell tickets or items unrelated to the mission of the library.

**15. New Business** –

- a. Woodlands Contract – MOTION to accept the contract with Woodlands cooperative, by Biederman/Westbrooks, approved unanimously.

- b. IT Contract – MOTION to approve the contract with the City of Milan for IT support, with changes to dates only (additional changes requested by the City to require approval of the Board) by Westbrook/Biederman, approved unanimously.
- c. Mission Statement – To be further discussed by the Policy Committee.

**16. Adjournment** – MOTION to adjourn at 8:15 p.m. by Westbrook/Biederman, approved unanimously.

The next regular meeting will be September 9, 2014, at 7:15 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President