

Milan Public Library Board of Trustees
Public Meeting of August 11, 2015
Regular Meeting, 7:30 p.m.
Milan Public Library Meeting Room

1. Call to order at 7:44 p.m. by Biederman.

- a. Trustees present: Larry Biederman, Randy Westbrooks, Darlene Middleton, and Millard Phillips;
- b. Trustees excused absent: Joyce Armitage and 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 materials:

- a. "Ruins", Orson, Scott Cord
- b. "The Magic Strings of Frankie Presto", Albom, Mitch
- c. "Change of Loving You", Blackstock, Terri
- d. How to Make Paper Airplanes
- e. "The Wonder of You", Warren, Susan May
- f. "Dork Diaries #8"
- g. "Serafina and the Black Cloak", Beattyori, Robert
- h. "Sleepy Hollow" TV Series
- i. Open the library at 9 a.m. during the summer

4. Approval of Agenda – MOTION to approve agenda with the addition of 15. New Business f. Youth cards & computer use and g. elections, by Middleton/Westbrooks, approved unanimously.

5. Reading and Approval of Minutes – MOTION to approve the June 2015 minutes by Biederman/Middleton, approved unanimously.

6. Correspondence – The board president received an email from Trustee Armitage, with an update on her recovery.

7. Financial Report – MOTION to approve the June and July 2015 financial report by Phillips/Westbrooks, approved unanimously.

8. Approval of Bills, Payables – MOTION to approve Bills & Payables for June and July 2015 by Westbrooks/Biederman, approved unanimously.

9. Bank Statements – MOTION to table the May, June and July 2015 bank reconciliations by Westbrooks/Phillips, approved unanimously.

10. Budget Amendments – NONE.

11. District Library – NONE

12. Committee Reports – NONE.

13. Director's Report –

- a. Staffing - Due to vacation schedules, the availability of subs has been helpful.
- b. Grants –Barbara and Jennifer have applied for grants from GMACF.
- c. Heating Bill – We have realized a \$1,400 savings over 7 months by metering our heat separately from the City.
- d. Penal Fines – The first of two payments have been received from Washtenaw and Monroe counties for penal fines.
- e. Summer Reading Program – both adult and youth programs were successful.

14. Old Business – None.

15. New Business

- a. Endowment donations – MOTION to allocate the endowment donations remaining in the savings account equally among the four endowment accounts by Middleton/Westbrooks, approved unanimously.
- b. Incidents – Director Wess updated the board on a behavioral issue that happened at the library.
- c. In Service Workshop – Staff have requested an emergency management in-service providing tips and guidance on incidents that could happen at the library.
- d. Woodlands Contract – MOTION to approve the Woodlands Cooperative Contract by Biederman/Westbrooks, approved unanimously.
- e. Safe Deposit Box – Need to update who has access to the safety deposit box.

- f. Youth Cards & Computer Use – MOTION to change the age at which adult library cards are issued and computer access (without parent permission) is granted from 16 to 18 years of age effective September 1, 2015 by Biderman/Westbrooks. Note – discussion included grandfathering those with cards/computer access currently.
- g. Elections – Trustee Chidester has registered and will be on the November ballot. Trustee Middleton will be a write-in candidate.

16. Adjournment – MOTION to adjourn at 8:56 p.m. by Middleton/Biederman, approved unanimously.

The next regular meeting will be September 8, 2015, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President