

Milan Public Library Board of Trustees  
Public Meeting of September 8, 2015  
Regular Meeting, 7:30 p.m.  
Milan Public Library Meeting Room

**1. Call to order at 7:36 p.m. by Biederman.**

- a. Trustees present: Laurence Biederman, Bob Chidester, Darlene Middleton, Millard Phillips and Randy Westbrooks
- b. Trustees absent: Joyce Armitage
- 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. *I Survived the Chicago Fire* by Lauren Tarshis

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

**5. Reading and Approval of Minutes – MOTION to table the approval of the May and August 2015 minutes by Westbrooks/Middleton, approved unanimously.**

**6. Correspondence – President Biederman received a solicitation from a CPA firm looking for the Library's business. The Board is happy with the Library's current CPA firm.**

**7. Financial Report – MOTION to approve the August financial report by Westbrooks/Middleton, approved unanimously.**

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

**9. Bank Statements – MOTION to table the bank reconciliations for June and August 2015 by Westbrooks/Middleton, approved unanimously.**

**10. Budget Amendments – None.**

**11. District Library – None.**

**12. Committee Reports – None.**

**13. Director's Report –**

- a. The boiler was recently inspected. There have been recent problems with the staff bathroom. The pipes have been snaked out twice. If this does not fix the problem, the pipes may need to be replaced altogether.
- b. All penal fines for the year have been received. After multiple attempts over a period of several months, the Library has received a total of \$648 in credits to cover AT&T's billing errors.
- c. Multiple staff members have received grants, including grants from the GMACF and Woodlands Library Co-op.
- d. New storytimes and other programming for the fall will begin soon. September is Library Card Sign-Up month. Michigan Libraries for Life week will be October 5-11, and the Library will be helping people to sign up to be organ donors.
- e. The Library has been receiving lots of donated materials. Some have been added to the Library's collection, some have been added to the Friends of the Library book sale, and some have been recycled due to poor condition.

**14. Old Business –**

- a. None.

**15. New Business –**

- a. Auditor – The Auditor will visit on September 16.
- b. December 26 and January 2 – The staff has petitioned the Board to close the Library on December 26 and January 2, since these days fall on Saturdays this year. MOTION to approve the proposed closure by Westbrooks/Middleton, approved unanimously.

**16. Adjournment –** MOTION to adjourn at 7:52 pm by Phillips/Westbrooks, approved unanimously. The next regular meeting will be October 13, 2015, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President