

Milan Public Library Board of Trustees
Public Meeting of January 12, 2016
Regular Meeting, 7:30 p.m.
Milan Public Library Meeting Room

1. **Call to order at 7:41 p.m. by Biederman.**
 - a. Trustees present: Laurence Biederman, Bob Chidester, Darlene Middleton, Millard Phillips
 - b. Trustees excused absent: Joyce Armitage, Randy Westbrook
 - 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. *Captain America: The Winter Soldier* (DVD)
 - b. *Vader: Enemy Colors* by S. Thomas Russell
 - c. *A Battle Won* by S. Thomas Russell
4. **Approval of Agenda** – MOTION to approve the Agenda by Middleton/Biederman, approved unanimously.
5. **Reading and Approval of Minutes** – MOTION to approve the November 2015 minutes by Phillips/Middleton, approved unanimously.
6. **Correspondence** – None.
7. **Financial Report** – MOTION to approve the November and December financial report by Middleton/Chidester, approved unanimously.
8. **Approval of Bills, Payables** – MOTION to approve Bills & Payables for November and December 2015 by Middleton/Chidester, approved unanimously.
9. **Bank Statements** – MOTION to approve the bank reconciliation for May 2015 and to table the bank reconciliations for June-December 2015 by Biederman/Middleton, approved unanimously.
10. **Budget Amendments** – None.
11. **District Library** – None.
12. **Committee Reports** – None.

13. Director's Report –

- a. Marilyn Alexander, President of the Friends of the Library, passed away on December 20th. Her family has requested that donations in her memory be made to the Library.
- b. The Library has required several repairs in the last few months: the lock on the AV drop box, the faucet in the women's bathroom, and an old Ethernet switch.
- c. The Library's bookkeeper noticed that Chase Bank was charging the Library a couple of monthly fees that they should not have. Both fees have now been cancelled, but Chase does not allow retroactive refunds.
- d. The Library will likely begin to switch over to online bill payment soon.
- e. The Library staff attended a safety workshop given by the U of M public safety department.
- f. Jennifer Perryman was nominated for an Individual Community Service Award at the Milan Area Chamber of Commerce Awards in December.

14. Old Business – None.

15. New Business –

- a. Board Meeting Dates, 2016 – MOTION to approve the proposed Board Meeting Dates for 2016 (second Tuesday of each month) by Middleton/Chidester, approved unanimously.
- b. Library Closings, 2016 – The Board discussed holiday closings for 2016. MOTION to approve additional holiday closings on November 25, December 26, December 31 and January 2, 2017 by Biederman/Middleton, approved unanimously.
- c. WiFi Hotspot – Director Wess is planning a pilot program to determine the feasibility of purchasing mobile WiFi Hotspots that would be available for patrons to check out. The policy for the pilot program will be presented to the Board at February's meeting, with a permanent policy to be developed should the pilot program be successful.
- d. Medicare Insurance – A question arose recently as to whether staff members eligible for Medicare insurance are still required to have Medicare taxes deducted from their

paychecks. Director Wess conducted some research and discovered that yes, any working person (regardless of age) is required to pay Medicare taxes.

- e. Bill SB 571 – Governor Snyder signed a bill that makes it illegal for Library Board members and staff (among other public-sector entities) to provide information regarding local ballot proposals up to 60 days before an election.

16. Adjournment – MOTION to adjourn at 8:32 pm by Chidester/Middleton, approved unanimously.

The next regular meeting will be February 9, 2015, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President