

Milan Public Library Board of Trustees
Public Meeting of February 14, 2017
Regular Meeting, 7:30 p.m.
Milan Public Library Meeting Room

1. Call to order at 7:49 p.m. by Biederman.

- a. Trustees present: Laurence Biederman, Bob Chidester, Darlene Middleton, Randy Westbrooks
- b. Trustees excused absent: Joyce Armitage, Millard Phillips
- c. Staff present: Director Susan Wess
- d. Public present: None

2. Public comment – None.

3. Suggestion Box –

- a. *The Night Of* (TV Series – DVD)
- b. The Library should lend out jigsaw puzzles.

4. Approval of Agenda – Suggestion to add 15.b – Election of Officers to the agenda. MOTION to approve the Agenda as amended by Westbrooks/Middleton, approved unanimously.

5. Reading and Approval of Minutes – MOTION to approve the January 2017 minutes by Westbrooks/Middleton, approved unanimously.

6. Correspondence – None.

7. Financial Report – MOTION to approve the January financial reports by Westbrooks/Chidester, approved unanimously.

8. Approval of Bills, Payables – MOTION to approve Bills & Payables for January 2017 by Middleton/Westbrooks, approved unanimously.

9. Bank Statements – MOTION to table the bank reconciliations for July-December 2016 and January 2017 by Biederman/Chidester, approved unanimously.

10. Budget Amendments – None.

11. District Library – None.

12. Committee Reports – None.

13. Director's Report –

- a. One of the reference subs, Kori, has moved into a permanent, part-time position. The other circulation sub, Ashley, has been holding very popular monthly craft sessions.
- b. The Library has received several designated donations recently, and Milan Rotary will be presenting the Library with a \$1,000 check.
- c. The Library was very busy on the day of Let's Chill Winterfest.
- d. Assistant Director Barbara Beaton will be part of the Woodlands Cooperative's group that will be attending National Library Legislative Day in Washington, D.C., on May 1-2.
- e. The Michigan Cooperative Director's Association is sponsoring a webinar on February 23 on the topic of establishing a district library.

14. New Business –

- a. **Audit** – The Board discussed the annual audit of the Library's finances that was recently conducted by Baker, Eaton & Owen Associates.

15. Old Business –

- a. **Health Insurance** – The Board discussed additional options regarding health insurance coverage for its full-time employees.
- b. **Election of Officers** – MOTION to retain the current Board officers for 2017 by Middleton/Westbrooks, approved unanimously.

16. Adjournment – MOTION to adjourn at 8:34 pm by Biederman/Westbrooks, approved unanimously. The next regular meeting will be March 14, 2017, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President