

Milan Public Library Board of Trustees
Public Meeting of January 10, 2017
Regular Meeting, 7:30 p.m.
Milan Public Library Meeting Room

1. **Call to order at 7:42 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: Acting Director Barbara Beaton
 - d. Public present: None
2. **Public comment** – None.
3. **Suggestion Box** –
 - a. *Scattergories* (board game)
4. **Approval of Agenda** – Suggestion to add 14.c – Directors and Staff Schedule; 14.d – Board Officers; and 15.c – Staff Compensation 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 December 2016 minutes by Westbrooks/Middleton, approved unanimously.
6. **Correspondence** – None.
7. **Financial Report** – MOTION to approve the December financial reports by Westbrooks/Chidester, approved unanimously.
8. **Approval of Bills, Payables** – MOTION to approve Bills & Payables for December 2016 by Chidester/Westbrooks, approved unanimously.
9. **Bank Statements** – MOTION to table the bank reconciliations for July-December 2016 by Westbrooks/Chidester, approved unanimously.
10. **Budget Amendments** – None.
11. **District Library** – None.
12. **Committee Reports** – None.
13. **Acting Director's Report** –
 - a. The Library received some designated monetary donations in December.

- b. The Library will be participating in the Let's Chill Winterfest event again this year. Planning is underway for National Library Week and Smart Money Week, both of which are in April.
- c. Another security camera has been installed, and one more is left to install.

14. New Business –

- a. **Investments** – The Library is currently paying more in fees for the management of our endowment funds than we are comfortable with. Staff will be looking into alternatives.
- b. **Audit** – Tabled.
- c. **Directors and Staff Schedule** – Director Wess will be returning to work on January 13. She would like to work from home part-time for a few weeks until her recovery is further along. Acting Director Beaton will continue to handle some of the day-to-day management during this time.
- d. **Board Officers** – MOTION to table election of officers until February by Biederman/Middleton, approved unanimously.

15. Old Business –

- a. **Holidays** – MOTION to close the Library on July 3, 2017 by Westbrook/Middleton, approved unanimously. MOTION to keep the Library open on Veteran's Day, 2017 by Biederman/Westbrook, approved unanimously.
- b. **Insurance** – The Board discussed current changes in the level of health insurance coverage for its full-time employees. Library staff will continue investigating different options.
- c. **Staff Compensation** – The Board considered pay raises for all staff. MOTION to approve the pay raises as recommended by Westbrook/Biederman, approved unanimously.

- 16. Adjournment** – MOTION to adjourn at 9:18 pm by Biederman/Westbrook, approved unanimously. The next regular meeting will be February 14, 2017, at 7:30 p.m. Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President