

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

- 1. Call to order at 7:33 p.m. by Biederman.**
 - a. Trustees present: Joyce Armitage, Laurence Biederman, Bob Chidester, Millard Phillips, Randy Westbrooks
 - b. Trustees excused absent: Darlene Middleton
 - c. Staff present: Director Susan Wess, Jennifer Perryman
 - d. Public present: Valorie Gleason
- 2. Public comment** – Ms. Gleason provided the board with information about the public library system in Williams County, Ohio as well as the school district library in Montpelier, Ohio.
- 3. Suggestion Box** –
 - a. *The First Time* by Kelsea Ballerini (CD)
 - b. *Between Heaven and the Real World* by Steven Curtis Chapman
 - c. *The Ebb Tide* by Beverly Lewis
 - d. *If I Run* series by Terri Blackstock
 - e. The Library should get a small CD player with headphones so that people can preview audiobooks.
- 4. Approval of Agenda** – MOTION to approve the Agenda by Westbrooks/Armitage, approved unanimously.
- 5. Reading and Approval of Minutes** – MOTION to approve the February 2017 minutes by Westbrooks/Chidester, approved unanimously.
- 6. Correspondence** – None.
- 7. Financial Report** – MOTION to table the February financial reports by Westbrooks/Biederman, approved unanimously.
- 8. Approval of Bills, Payables** – MOTION to approve Bills & Payables for February 2017 by Chidester/Westbrooks, approved unanimously.

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

10. Budget Amendments – None.

11. District Library – None.

12. Committee Reports – None.

13. Director's Report –

- a. The Library was closed Thursday-Saturday of last week due to the power outage. The Library closed early on Monday due to a lack of heat.
- b. The Library has closed out its HRA and Flex savings accounts with Chase and is moving into a better business account that will have fewer fees.
- c. The Library and several other organizations that received GMACF grants last year were recognized recently at the GMACF Gala.
- d. Three public adult computers have been switched to youth computers, since there is more of a demand for those. This required the purchase of additional filtering software. The Library should consider replacing two public computers a year.
- e. Two of the Library's reference subs have taken full-time jobs elsewhere, so the Library will be interviewing for new reference and circulation subs.

14. New Business –

- a. **Harwood Introduction** – Jennifer Perryman presented information to the Board about her participation in the Harwood Institute training on community involvement, and asked Board members to respond to a questionnaire by March 28. Library staff have already responded to the questionnaire.
- b. **Investments** – Director Wess reviewed the Library's investments and how these have impacted its endowments and other funds.
- c. **Board Packets** – The Board discussed different possibilities for changing the way that members receive the monthly Board Meeting packets.

15. Old Business – None.

16. Adjournment – MOTION to adjourn at 8:41 pm by Armitage/Westbrooks, approved unanimously. The next regular meeting will be April 11, 2017, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President