

Milan Public Library Board of Trustees
Public Meeting of June 27, 2017
Regular Meeting, 7:45 p.m.
Milan Public Library Meeting Room

- 1. Call to order at 7:45 p.m. by Biederman.**
 - a. Trustees present: Joyce Armitage, Laurence Biederman, Robert Chidester, Darlene Middleton, Randy Westbrook
 - b. Trustees excused absent: Millard Phillips
 - c. Staff present: Director Susan Wess
 - d. Public present: Tom Sorensen and Kate Foyle; City Clerk Lavonna Wenzel
- 2. Public comment** – Kate Foyle commented that she belongs to several book clubs in Ann Arbor and is always happy to find that whatever book she needs, she can find it here at the Milan Public Library.
- 3. Suggestion Box** –
 - a. *Dragons of Pern* by Anne McCaffrey
 - b. *Lamborghini* (teen book)
- 4. Approval of Agenda** – Suggestion to add e. Millard Phillips to New Business. MOTION to approve the agenda as amended by Biederman/Westbrooks, approved unanimously.
- 5. Reading and Approval of Minutes** – MOTION to approve the minutes of the April 2017 meeting by Middleton/Armitage, approved unanimously.
- 6. Correspondence** – None.
- 7. Financial Report** – MOTION to approve the April financial report by Middleton/Westbrooks, approved unanimously.
- 8. Approval of Bills, Payables** – MOTION to approve Bills & Payables for April and May 2017 by Middleton/Westbrooks, approved unanimously.
- 9. Bank Statements** – Middleton has reviewed bank statements for August-September and December 2016 and January-May 2017, and found no discrepancies.
- 10. Budget Amendments** – None.
- 11. District Library** – None.

12. Committee Reports – None.

13. Director's Report –

- a. The Library received checks for the endowment funds at the GMACF meeting. We also received the first of two State Aid checks.
- b. The Library has replaced two old computers with new ones.
- c. The Library will be trying a fiction book club this summer as well as an evening writing workshop in the fall.
- d. Youth Librarian Jennifer Perryman has been busy traveling to local schools to promote the Summer Reading Program.
- e. The Library needs to begin planning ahead for several large maintenance issues, including interior painting, LED lighting, and possible carpet replacement.
- f. The Library has begun lending gently used cake pans. It will also be sharing a paper recycling bin with the City that the general public can use. The Library will be paid by the ton for recycled paper.

14. New Business –

- a. **City Clerk Lavonna Wenzel** – Ms. Wenzel explained the process by which this year's Library Board election will work.
- b. **L-4029** – Biederman and Chidester signed the annual L-4029 form.
- c. **Book Drop** – Director Wess would like to pursue a grant to install a free-standing, drive-up book drop. She estimates that the cost will be about \$7,000. A company named American Book Returns has been highly recommended. MOTION to make a \$1,000 cost-sharing commitment for the purposes of the grant application by Westbrooks/Middleton, approved unanimously.
- d. **Endowment Investments** – Director Wess discussed the current state of the Library's endowment investments. MOTION to place the Mohr-Walls Endowment Fund (\$14,873.69) and the Phillips Endowment Fund (\$11,592.58) in CDs by Middleton/Biederman, approved unanimously.

e. **Millard Phillips** – Phillips has resigned from the Board. The Board discussed plans to honor his many decades of service.

15. Old Business – None.

16. Adjournment – MOTION to adjourn at 8:35 pm by Biederman/Westbrooks, approved unanimously. The next regular meeting will be July 11, 2017, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President