

Milan Public Library Board of Trustees
Public Meeting of December 12, 2017
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, Rose Savage, Randy Westbrooks
 - b. Trustees excused absent: Darlene Middleton
 - c. Staff present: Acting Director Barbara Beaton
 - d. Public present:
- 2. Public comment** – None.
- 3. Suggestion Box** –
 - a. How-To Books and DVDs
 - b. Hallmark Movies
 - c. *Life* and *Monopoly* (board games)
- 4. Approval of Agenda** – Suggestion to add 14. b. Board Vacancy to the agenda. MOTION to approve the Agenda as amended by Westbrooks/Chidester, approved unanimously.
- 5. Reading and Approval of Minutes** – MOTION to approve the November 2017 minutes by Westbrooks/Chidester, approved unanimously.
- 6. Correspondence** – None.
- 7. Financial Report** – MOTION to table the November financial report by Westbrooks/Biederman, approved unanimously.
- 8. Approval of Bills, Payables** – MOTION to approve Bills & Payables for November 2017 by Westbrooks/Chidester, approved unanimously.
- 9. Budget Amendments** – None.
- 10. District Library** – None.
- 11. Committee Reports** – None.
- 12. Acting Director's Report** –

- a. The Woodlands Overdrive budget for audiobooks will increase significantly next year, which will increase the Library's access.
- b. Board Member Westbrooks has joined the Woodlands Library Cooperative's board for a 3-year term.
- c. The Library has received several donations in the past month, including one earmarked for the purchase of audiobooks.
- d. The Library will be sponsoring a Winter Solstice Festival at the Senior Center on December 21, including a performance by the New Horizons Clarinet Choir and a Friends of the Library Book Sale. The event is made possible by a generous donation in Marilyn Alexander's name.
- e. The Library acquired a used, stand-alone display case from the Potterville Library. It is currently housing Isabelle Schultz's collection of Santas from all over the world.

13. New Business –

- a. **2018 Board Meeting Dates** – The Board will once again be meeting on the second Tuesday of each month in 2018, with the exception of September, when it will be held on the first Tuesday. MOTION to approve the proposed dates by Biederman/Westbrooks, approved unanimously.
- b. **New Book Drop Box** – The total cost of a new book drop box would be \$6,490. The Library already has about half of this amount earmarked for the purchase. MOTION to approve the remainder of the required funds by Westbrooks/Biederman, approved unanimously.
- c. **Staff Recognition** – MOTION to approve end-of-year bonuses for the staff by Westbrooks/Savage, approved unanimously.
- d. **Minimum Wage Impact** – The minimum wage will be increasing to \$9.25 in January 2018, which will affect several Library employees. The Board discussed options to maintain the current wage spread based on employee responsibilities. MOTION to approve a wage increase for *all* Library employees by Westbrooks/Chidester, approved unanimously.
- e. **Web Page Redesign** – The Library is in the process of re-designing its website.

14. Old Business –

a. Materials Selection Policy – The Board discussed a sentence in the Materials Selection Policy stating that anyone who requests that the Library remove a book from its collection will have their name and address added to the permanent public record of the request.

MOTION to redact this sentence from the Materials Selection Policy by Westbrooks/Biederman, approved unanimously.

b. Board Vacancy – No applications have been received to date.

15. Adjournment – MOTION to adjourn at 8:41 pm by Chidester/Westbrooks, approved unanimously. The next regular meeting will be January 9, 2018, at 7:30 p.m.

Respectfully submitted,

Robert Chidester, Secretary

Laurence Biederman, President