

## **CHARLOTTE COMMUNITY LIBRARY MINUTES**

Minutes of a regular meeting of the Board of Trustees of the Charlotte Community Library, County of Eaton, State of Michigan, held in the Library on August 18, 2016, at 7:00 p.m. prevailing Eastern Time.

**PRESENT:** Sylvia Colles, Jo Jones, Mary Sloan, Keith Tirrell, Sharon VanLoton, and Gloria Wilson

**ABSENT:** Dale Dodds

**ALSO PRESENT:** James Oliver – Library Director, Marlena Arras – Director of Financial Services, and Ann Goeman – Staff Coordinator

President Sloan called the meeting to order at 7:00 p.m. Two items were added to the agenda under New Business: Contract Area Discussion and Director Evaluation. Treasurer Jones made a motion to accept the agenda as amended. Member VanLoton seconded. 6 AYES 0 NAYS Motion carried. Member Colles made a motion to accept the minutes from the meeting on July 21, 2016, as written. Member Tirrell seconded. 6 AYES 0 NAYS Motion carried.

Treasurer Jones gave the financial report for July 2016, the first month of the 2016/2017 fiscal year. She noted nothing unusual with the report. There was one addition to the list of expenditures to PotterVilla Applied Technology for \$415.00. Member Colles made a motion to accept the financial report and pay the bills as amended. Member Wilson seconded. 6 AYES 0 NAYS Motion carried.

There were no citizens present to offer comments and there were no comments in the Comment Box.

Mrs. Ann Goeman, Staff Coordinator, mentioned that the staff is all very relieved that the millage passed. She also wished, on behalf of herself and not as a staff member, to publically acknowledge and thank all of the individuals on the Charlotte Library Yes! committee for all their hard work. She stated they are all true advocates of the library. Member Colles also extended her heartfelt gratitude to Mrs. Goeman for her dedication to the library and all the work she put in for the millage committee.

Member VanLoton stated that the Friends of the Library are looking for volunteers for the recycle-palooza event being held on August 20<sup>th</sup> and for the Thank You party on August 26<sup>th</sup>.

Member Tirrell distributed a graph showing the number of “Yes” voters in each voting district for the current millage request and for the past elections. The graph indicated that there were fewer “No” votes this time around.

Mr. Oliver reported that the Woodlands Library Cooperative (WLC) met earlier today. They discussed their proposed budget for the coming fiscal year. They have an excess of funds so are in the process of making a list of things that could help member libraries.

Mr. Oliver introduced new library staff member Ashley Frost to the Board. Mr. Oliver showed Board members the new locking cabinet that was recently completed to house all of the new sound system equipment in the Spartan Room. The summer reading programs have wrapped up and prizes are being awarded to those who qualified.

There was no Old Business to discuss.

Member Colles distributed copies of the director evaluation form to Board members and also had copies for library staff to complete. She requested that the evaluations should be turned in to Staff Coordinator, Ann Goeman, by August 31. Member Colles mentioned that this time the evaluation will not be based on a point system. Evaluations may be turned in signed or anonymous, whichever preferred. During the last evaluation the personnel committee gave the director a set of goals that will be revisited. She indicated that Board members and staff should feel free to make additional comments.

Mr. Oliver stated that all of the contract areas have been approached over the last couple of years about joining the legal service area. The legal service area consists of the areas that pay a millage to the library: City of Charlotte, Eaton and Carmel Townships. The contract areas of the library do not pay any millage and are under contract that the library provides services in exchange for their penal fines and state aid: City of Olivet, Brookfield, Chester, and Walton Townships. Some of these contracts date back to the 1960's. With the passing of the increased millage, the library is now in a position of strength. Many voters have expressed concern over the inequity of the current situation. They feel people in the contract areas should also have to pay a millage to support the library. A six-month notice must be given to end any of the current contracts. A multi-step process must take place in order for a contract area to join the legal service area. The Board would need to consider what to do in the event a township board refused to put a millage request to their citizens or if the request was turned down by the voters. Contracts can be re-written if necessary. If an area is dropped, the library would also lose the assigned penal fines and state aid from that area. The Board requested Mr. Oliver to put together a list of options for dealing with the situation, which should include the number of people from each area that currently have library cards and the number of registered voters from each area. They also requested current information regarding making the fee cards more equitable with the new millage rate.

Meeting with adjourned at 7:55 p.m.