

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 **January 17, 2019** at 7:00 p.m.

Present: Mary Sloan, Jo Jones, Keith Tirrell, Dale Dodds, Gloria Wilson, Bob Monschein & Eunice Borrelli

Absent: none

Also Present: Jim Oliver, Library Director, Ann Goeman & Deanna Boston- staff members

President called the meeting to order at 7:00 p.m.

### **Approval of Agenda**

Member Wilson made the board aware that items from the last agenda were not added to the January agenda under Old Business at which time they were. Member Dodds made a motion to approve the agenda, second by member Jones. Motion passed

President Sloan introduced Aaron Stevens, from Stevens, Kirinovic & Tucker P.C. who presented our Audit ending June 30, 2018. Our total fund balance represents approximately 41% of annual expenditures (sound financial condition). Member Tirrell made the motion to accept the Audit as submitted, second by member Dodds. Motion passed

### **Approval of Minutes**

Member Jones made a motion to approve the minutes of November 29, 2018 meeting, second by member Tirrell. Motion passed

### **Financial Report**

Member Dodds made a motion to approve the financial report with the addition of Woodland Library Co-op. \$463.00 and pay the bills, second by member Tirrell. Motion passed

### **Citizen's Comments**

Sam Bruner express his appreciation to the library for being able to use Hoopla & Overdrive. Two programs the library provides to its patrons.

### **Comment Box**

6 positive comments on the use of Hoopla

### **Staff Comments**

Deanna gave each member a letter she wrote on salary distinction between staff members who hold a bachelor's degree and staff who do not. Ann would like to meet with the personnel committee to further discuss this issue. A meeting has been scheduled for February 5, 2019 at the library.

### **Friends of the Library**

No comments

### **Woodlands Library Cooperative**

No comments

## **Directors Report**

As printed plus Jim has finished the circulation & emergency policies for employees.

The State sent a letter to Lee Township letting them know they are a part of our Library

Board would like Jim to investigate resources for our strategic planning, it was requested to look for an outside facilitator.

## **Old Business**

HVAC

Staff training

Friends of the Library

All tabled until next month

## **New Business**

Member Borrelli ask Jim if the library was aware of Michib-I he acknowledge he did and uses it as a resource. Member Borrelli encourage all of us to look at this service.

Meeting adjourned at 8:27 p.m.

Gloria Wilson