

CHARLOTTE COMMUNITY LIBRARY

BOARD MINUTES

February 21, 2019

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 **February 21, 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, Pam Kane & Ashley Frost- staff members

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

**Approval of Agenda**

President Sloan added under New Business: PA 207 resolution & vote

Member Dodds made a motion to approve the agenda, second by member Tirrell. Motion passed

**Approval of Minutes**

The director made the board aware that Michib-I was typed wrong. Member Monschein made the motion to approve the minutes with the correction, second by member Dodds. Motion passed **Financial**

**Report**

Member Borrelli made a motion to approve the financial report and pay the bills, second by member Dodds. Motion passed

**Citizen's Comments:** no comments **Comment Box:** no comments

**Staff Comments:** Pam Kane reiterated the difference between part-time employees & full time. Member Wilson spoke that the personnel committee had met to discuss this matter and will have something to present to the board.

**Friends of the Library**

Member Borrelli spoke on how the Friends of the Library received the grant to establish the story walk at Alive. Friends of the Library will be presented with \$400.00 grant at the workshop at the Novi Public Library on April 5<sup>th</sup>. The quilt that will be given away in September is on display at the Library. Tickets are \$1.00. The Friends of the Library is in the process of having a speaker at the April meeting. Reminder that the group meets every other month.

**Woodlands Library Cooperative**

-Talked about a teen-lock in

-Developing a website to better understand the penal fines.

-Albion library is in the process of doing a strategic plan

### **Directors Report**

As printed ; 140 renewal & new library cards have been processed in the month of January.

The library will be participating in the Nordic festival this weekend; February 23-24

The library should have a policy regarding the closure of the library during extreme weather.

### **Old Business**

Member Wilson made a motion to replace the HVAC that is not working anymore & have Stahl & Sons do the work, seconded by Member Dodds. Motion carried.

Staff training & Friends of the Library discussion from September has been taken care of.

### **New Business**

Member Tirrell made a motion to approve Form 5583 (02-19) "Application for Waiver and Plan: Defined Benefit Pension Retirement Systems" and Form 5584 (02-19) "Application for Waiver and Plan: Retirement Health Benefit Systems" issued under authority of PA 202 of 2017 from the Michigan Department of Treasury and the supporting documentation for each form. Member Jones seconded.

Roll call vote: Wilson, Tirrell, Borrelli, Monschein, Sloan, Dodds, Jones AYES and no NAYS. Motion approved

Meeting adjourned at 8:10 p.m.

Gloria Wilson