

CHARLOTTE COMMUNITY LIBRARY

BOARD MINUTES

May 16, 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 **May 16, 2019** at 7:00 p.m.

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

Absent: None

Also Present: Jim Oliver, Library Director, staff member Janet Chauvin,

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

Approval of Agenda:

Member Jones made a motion to approve the agenda, second by member Borrelli. Motion passed

Approval of Minutes:

Member Jones made the motion to approve the minutes of April 18, 2019 with a few spelling corrections, seconded by member Tirrell. Motion passed

Financial Report:

Member Monschein asked how we can invest our assets with a better return especially the amount in the Statement Savings account.

Member Wilson made a motion to approve the financial report and pay the bills with additional bills to Swanson Electric for \$276.72, Potterville for \$576.75, Donyaellie Wheaton for \$125.00 & Adrienne Surian for \$125.00, second by member Tirrell. Motion passed

Citizen's Comments: no comments

Comment Box: no comments

Staff Comments: Janet asked the board if they had a chance to look at the upgrade to the website; which she added was faster and easier for her to input data. The staff participated in a presentation on how to administer Narcan which the library has two doses. Members asked if we should have syringe disposal containers in our restrooms.

Friends of the Library:

Member Borrelli reported that the Friends of the Library has formed a sub-committee to go over the bylaws.

Woodlands Library Cooperative: No comment

Directors Report: as printed;

Jim reported that Christine attended a workshop pertaining to "Every Child read by the 3rd grade".

HVAC will be completed on June 10th

Janet explained the laminated library cards for students if they are registered by a parent. Now they can have their own card,

New Business:

Member Tirrell called for a Resolution for publication of our 2019/2020 Budget & Resolution to call a public hearing regarding the annual budget; seconded by Member Monschein. Roll Call was taken, Member Sloan yes, Member Dodds yes, Member Jones yes, Member Tirrell yes, Member Monschein yes, Member Borrelli yes & Member Wilson yes. Resolution passed

Member Tirrell called for the MERS 457 Participation Agreement & the MERS Uniform, 457 Supplemental Retirement Program Resolution; seconded by Member Jones. Roll Call was taken, Member Sloan yes, Member Dodds yes, Member Jones yes, Member Monschein yes, Member Tirrell yes, Member Borrelli yes, & Member Wilson yes. Resolution passed

Jim updated the Employee handbook to include name tags to be worn by the employees.

Old Business:

Director's Evaluation; Jim requested a closed session which the board did at 8:10pm, the Director reclude himself from the closed session.

The Board open the closed session to a regular meeting at 9:20 p.m. Member Wilson made the motion to not renew the Director's contract ending on June 30, 2019, seconded by member Jones. Roll Call was taken, Member Wilson yes, Member Tirrell yes, Member Borrelli yes, Member Monschein yes, Member Dodds yes, Member Jones yes & Member Sloan yes. Motion passed.

President Sloan gave the Director two options: One he would work the next 60 days per contract or Two the Board would pay the rest of his contract and he would leave immediately. Director Oliver asked for the weekend to give the board his answer.

Meeting adjourned at 9:40 p.m.

Gloria Wilson