

CHARLOTTE COMMUNITY LIBRARY

BOARD MINUTES

October 24, 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 **October 24, 2019** at 7:00 p.m.

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

Absent: None

Also, Present: Staff members Ann Goeman & Christina Yoder

President Sloan called the meeting to order at 7:02 p.m.

Approval of Agenda:

President Sloan added to Old Business; Director Search Update & Security Camera comments. Member Jones made a motion to approve the agenda along with the addition, second by member Borrelli. Motion passed

Approval of Minutes:

Member Borrelli made the motion to approve the minutes of September 19, 2019, October 14, & October 21st, second by member Dodds. Motion passed.

Financial Report:

Member Borrelli asked for clarification on account 75600 & account 75600 (Contractual Services). Member Monschein asked about Liability & Property Pool account, did we look at different bids, when is the bidding process? Member Borrelli asked if we might have a clearer picture of what each account number stands for. Member Jones will ask Marlana to send us a complete list of accounts and the MML Liability policy.

Member Wilson made a motion to approve the financial report and pay the bills with additional bills to Maner Costerisan for \$3, 300.00 (audit) & Make for \$34.99 (periodical). second by member Dodds. Motion passed.

Citizen's Comments: no comments

Comment Box: no comments

Staff Comments: Ann Goeman introduced Christina Yoder who does visual projects to enhance the library; display windows, timeline on our 125th Celebration. She is involved with the circulation too. Christina was one of 4 staff members who attended the MLA conference. Staff members will share what they learned from the conference at the next staff meeting, Ann informed the board if we had any questions on finance we can call or email Marlana. Secretary of State Mobil unit will not be at the library on November 4th. Ann asked the board if they would help to fill in time slots for the November 19th celebration. The time is noon to 7 p.m. Ann indicated we probably would need new signs to indicate marijuana is not permitted on Library property

Friends of the Library: No report given

Woodlands Library Cooperative: No news currently

Directors Report: No report given

Old Business: Regulating Temperature in the Michigan Room, we did not receive the bid from Frontier Heating & Air Conditioning. Member Dodds will make sure Marlana send the board members the bid he received. This bid does not include the electrical work that will be needed. No action was taken, tabled until the November meeting.

Friends of the Library Window Blind Proposal! President Sloan presented to the board the letter from the Friends asking to pay for half of the cost of putting blinds on the east side of the building. Discussion on the type of blinds and could we really afford the cost. Member Tirrell made a motion to contribute \$1,500 towards the purchase of the blinds, seconded by Member Dodds, 5 yes, 2 no. Motion passed

Director Search Update: Member Wilson presented to the board a signed contract with David Votta as our new Library Director. His contract is from December 2, 2019 to June 30, 2021 with a salary of \$58,500. Member Tirrell made a motion to accept the contract, seconded by Member Dodds. Roll Call taken; Member Monschein yes, Member Dodds yes, Member Tirrell yes, Member Borrelli yes, Member Sloan yes, Member Jones yes, Member Wilson yes; Motion passed.

Security Camera Comments: Member Monschein gave us an update on the security cameras, there are 24 cameras posted around the inside & outside of the building. The program can capture all 24 angles on a screen in which you can narrow down a certain area if an incident happens.

New Business: none

Meeting adjourned at 8:25 p.m.

Gloria Wilson