

CHARLOTTE COMMUNITY LIBRARY

FEBRUARY 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 February 16, 2017 at 7pm EST.

Present: Mary Sloan, Jo Jones, Keith Tirrell, Gloria Wilson, Bob Monschein, Sharon VanLoton

Absent: Dale Dodds

Also Present: Jim Oliver - Library Director, Deanna Boston and Ashley Frost – staff members.

President Sloan called the meeting to order at 7:03pm

President Sloan introduced new Board member, Bob Monschein, who is replacing Sylvia Colles. Mr. Monschein is the City of Charlotte's other representative.

Member VanLoton made a motion to approve the agenda. Member Jones seconded. Motion passed – 5 ayes, 0 nays.

Member VanLoton made a motion to approve the minutes of the January meeting. Member Wilson seconded. Motion passed – 5 ayes, 0 nays.

Aaron Stevens with Abraham & Gaffney, P.C. gave an Audit presentation to the Library Board concerning fiscal year ending June 30, 2016. We are in good sound financial standing.

Member Tirrell made a motion to approve the financial report and pay the bills. Member Wilson seconded. Motion passed – 5 ayes, 0 nays.

Citizen's comments: None

Comment Box: 2 suggestions were in the comment box. The first one was a suggestion to have daytime coloring sessions. The second suggestion was to have ten day rentals instead of seven day rentals.

Staff Comments: None

Friends of the Library: None

Woodland's Library Cooperative: Mr. Oliver told us about 'mobile hotspots', which is a device that will give Wi-Fi enable devices; such as laptops, smart phones, gaming device access to the internet. Mr. Oliver contacted the company Marshall Library used for this service for information. Mini grant we received from Woodland's will be used to bring children's author Gary Schmidt to the Library on March 25th. Woodland is looking at Hoopla and Mr. Oliver would like to get Hoopla for Charlotte's library. Hoopla is a digital media streaming service for movies, music, eBooks, audio books, comics and TV shows.

Director's report: In addition to the written report, Mr. Oliver informed us that the craft club will be going to the Teen center for at least the next 3 months.

Contract Area Discussion: Mr. Oliver presented the Board with the requested spreadsheet. Mr. Oliver brought Member Monschein up to date with the contract area discussion. Mr. Oliver provided a quick outline on the process to change the contract and submitting the contract to the State of Michigan. Member Tirrell does not feel the townships will pass a mileage and does not want to lose the penal fines/State Aid we are currently receiving. He thinks it will be to our benefit to get the townships to pay for their resident's fee card. The Board task Mr. Oliver to write up a couple of contract proposals for the Board to review for the next meeting. The Board, also, tasked Mr. Oliver for a spreadsheet of the legal area with percentage of patrons from each entity.

Restroom & Lobby Renovations: We have received more quotes for the renovations. The Board noticed differences in the details of the quotes. Mr. Oliver will establish a list of everything that is wanted to be done to help determine what needs to be done. Once the Board decides what is to be renovated, it will be given to companies so they can resubmit a better detailed quote. Member Monschein suggested we hire an engineer to check to make sure the building is structurally sound before starting this project. Mr. Oliver will get an inspector to check out the building.

Youth Librarian position: Board approved job description and timeline. Mr. Oliver to post the position on different job boards in March. Member Tirrell tasked Mr. Oliver to work the figures (the pay range) for this position into the budget so we will have good numbers for the new fiscal year's budget.

Meeting adjourned at 8:57pm.