

CHARLOTTE COMMUNITY LIBRARY

August 16 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 August 16, 2018; 7:00 p.m.

Present: Mary Sloan, Jo Jones, Keith Tirrell, Gloria Wilson, Colleen Shewchuck, Bob Monschein

Absent: Dale Dodds

Also Present: Jim Oliver- Library Director & Christina Stuck- Youth Librarian & staff member Addie Kimmer

Approval of the agenda: Motion to approve the agenda made by Jo Jones 2nd by Keith Tirrell, Motion carried

Approval of the Minutes: Motion by Keith Tirrell with the addition of adding the total amount of the Director's salary of \$53,560, 2nd by Jo Jones, Motion carried

Financial Report: Jo Jones again stress to the Director to take a hard look at every expenditure until we receive our millage monies in January. Marlene Arras gave each member a cash flow spreadsheet showing our expenditures for each month, which clarifies the importance of watching our expenditures. Gloria Wilson made a motion to approve the Financial report, pay the bills with the additional checks to Oriental Trading for \$96.40 & PotterVilla for \$179.10. 2nd by Colleen Shewchuck, Motion carried

Citizen's Comments: No comments

Comment Box: Patron would like to see more Michigan Chiller Books, another patron expressed positive comments about our library & staff

Staff Comments: Christina stated the summer reading program has ended with good results.

Friends of the Library Comments: Agreed to purchase a sign post & pay the expenses for two employees to attend the MIL conference in Novi.

Woodlands Library Cooperative Comments: November 2nd storytelling workshop

-Updated mini grants from \$1,000 to \$2,000.

-Will cover 100% of RIDES delivery for all member libraries

-Continuing Education for members. Each member library will have \$1,000 to spend on continuing education opportunities for their staff

Director's Report: As printed, Keith asked the Director to give us a better understanding of what materials are being circulated. Jim gave each of us bids for the HVAC that needs to be replaced. We have tabled this item to the January agenda

Old Business: No old business was presented

New Business: No new business was presented

Keith Tirrell brought to our attention that we should be encouraging training for our staff as we have a line budget for that. Discussion followed, and he asked to put Friends of the Library on the agenda in January.

Meeting adjourned at 8:05 p.m.

Gloria Wilson for Dale Dodds