

CHARLOTTE COMMUNITY LIBRARY

July 2018 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 July 19, 2018; 7:00 p.m.

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

Bob Monschein arrived at 7:35.

Absent: Dale Dodds

Also Present: Jim Oliver- Library Director & Christina Stuck- Youth Librarian

Approval of the agenda: Motion to approve the agenda with the addition under Old Business; Directors Salary & under New Business: Resolution of 2018/19 meeting dates. Motion made by Jo Jones, 2nd by Keith Tirrell, Motion carried.

Approval of the Minutes: Motion by Keith Tirrell to approval the June 18, 2018 minutes with a correction to delete "to give all paid staff a 3% increase". 2nd by Jo Jones, Motion carried.

Financial Report: Jo Jones stress to the Director to take a hard look at every expenditures until we know what money we will receive in the next months. Keith ask the Director to have at the next board meeting all the expenditures under account #98900 (Remodel Expenses). Jo presented to the board a simplified balance sheet to better understand our cash flow. Motion by Colleen Shewchuck to approve the financial report & pay all the bills, 2ndby Keith Tirrell, Motion carried.

Citizen's Comments: no citizens' present

Comment Box: Would like to see the library issue a seasonal card, no name. Board appreciates the comment.

Staff Comments: Christina gave us an overview of her summer reading program, increase participation from last year. Dr. Falik's office donated money to the Friends of the Library which a portion was given to the summer reading program, Christina was able to purchase & give 190 new books to children who have read this summer. Her program doesn't end until August & she is looking for funds to give away more books.

Friends of the Library Comments: The group does not meet until August.

Woodlands Library Cooperative Comments: Eaton Rapids is looking into becoming a district library as reported by Jim

Director's Report: As printed

Old Business:

Proposal on millage amount assessed: Motion to assess 1.4 millage was made by Jo Jones, 2nd by Bob Monschein, Roll call was taken: Motion carried.

James Oliver requested a closed session , which the board accepted and did at 7:35 p.m.

Closed session opened to regular meeting at 8:05 p.m. Motion was made by Gloria Wilson to give the Director a 3% raise based on his current salary of \$52,000, 2nd by Jo Jones. 5 Yes 1 No, Motion carried.

New Business: Parking Lot Policy, Director has updated the policy to make it easier to understand. Motion by Bob Monschein to pass this policy, 2nd by Jo Jones, Motion carried

Election of Board Officers & Committee Members: Motion made by Keith Tirrell to keep the same Board Officers, 2nd by Bob Monschein, Motion carried

Resolution of thanks for Sharon Van Loton; Member Tirell moved and Board passed the following...The Board of Trustees recognizes and thanks retired Member Sharon VanLoton for her years of service as Trustee, and for her work as liaison to the Friends of the Library. Her input and support in concern for the Library and it's staff are appreciated.

Committee Members:

Finance: Jo Jones & Keith Tirrell

Building & Grounds: Bob Monschein & Dale Dodds

Personnel: Gloria Wilson & Colleen Shewchuck

Resolution to establish regular board meetings: The board meets the 3rd Thursday of the month, except in October we will meet on the 11th & in November we will meet on the 29th. Motion made by Colleen Shewchuck, 2nd of Jo Jones. Roll call was taken, Motion carried

Meeting adjourned:

Gloria Wilson for Dale Dodds