

CHARLOTTE COMMUNITY LIBRARY

November 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 November 29, 2018; 7:00 p.m.

Present: Mary Sloan, Dale Dodds, Jo Jones, Keith Tirrell, Gloria Wilson, Eunice Borrelli Absent: Bob Monschein (arrived 7:08 p.m.)

Also Present: James Oliver — Library Director

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

Citizens' comments: None

Motion to approve the October 11, 2018 minutes. Supported and Passed.

Financial Report: as submitted but with the information that one CD was cashed in to cover all needs until the first part of January 2019; this is our dry period. Motion to accept Financial Report and to pay all bill including an additional bill from Meadowbrook Ins. \$55.00. Supported and Passed.

Comment box: None

Staff comments: None

Friends of the Library: None

Woodlands Library Cooperative Comments: None

Director's report: As printed. Many questions were asked in regards to pay scale and job descriptions along with performance given. Clarification and more answers to come.

Old business: Lee Township Contract finalized and explained.

New Business: Motion to cancel the December meeting. Supported and passed.

Motion giving the treasurer permission to pay all bills prior to our January 17, 2019 meeting. Supported and passed.

Library's Strategic Plan to be generated using in house knowledge and expertise and be submitted in June. President Sloan directed to compose and sent a letter to all the new Township Contract members.

Tabled to January: HVAC repair, staff training, Friends of the Library.

Meeting adjourned.

V. Dale Dodds sec.