

CHARLOTTE COMMUNITY LIBRARY 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 January 15, 2015, at 7:00 p.m. prevailing Eastern Time.

PRESENT: Dale Dodds, Jo Jones, Mary Sloan, Keith Tirrell, Sharon VanLoton, and Gloria Wilson

ABSENT: Sylvia Colles

ALSO PRESENT: James Oliver, Library Director and Marlena Arras, Director of Financial Services

President Sloan called the meeting to order at 7:00 p.m. Member VanLoton made a motion to accept the agenda as printed. Treasurer Tirrell seconded. 6 AYES 0 NAYS Motion carried. Member VanLoton made a motion to accept the minutes from the December 18, 2014, meeting as written. Member Jones seconded. 6 AYES 0 NAYS Motion carried.

Treasurer Tirrell gave the financial report and mentioned that the library has received some property tax money. Member Wilson asked when the bulk of the money is received. Treasurer Tirrell responded that the library starts to receive property tax money in December and usually ends in March. Delinquent funds are paid by the county in May. Vice-President Dodds made a motion to accept the financial report and pay the bills as presented. Member Wilson seconded. 6 AYES 0 NAYS Motion carried.

There were no citizens present to offer comments.

There was one comment in the Comment Box, which stated they visited the library once a week and had no complaints.

There were no staff members present to offer comments.

Mr. James Oliver, Library Director, mentioned that he attended the recent Friends of the Library meeting. The Friends received the thank-you letter from Vice-President Dodds and also a thank-you from Children's/Young Adult Librarian, Sally Seifert for the funds she received to pay for the expenses of the Santa and gingerbread programs. After the Friends meeting, the "Yes" committee met. Mr. Brett McRae is filing the proper forms and the Friends made a donation to the committee so that a checking account could be opened. The Board should decide before the end of summer 2015 the millage rate that will be asked on the 2016 ballot.

Member VanLoton asked what would happen if a millage increase is voted down on the August 2016 ballot. Mr. Oliver replied that it would be placed on the November 2016 ballot. Due to filing deadlines, paperwork would need to be ready to submit in the event that the millage does not pass. The Board has not yet determined the rate that will be asked initially or what rate will be asked in the event that it does not pass on the first attempt.

The Woodlands Library Cooperative (WLC) has not met.

Mr. Oliver stated that a copy of SurveyMonkey® is available for use through WLC. He will be working on creating a survey to find out from our patrons what the library is doing well and what programs or services they would like the library to offer if it had additional funds.

Last month, the Board wondered what happens to penal fines for a township that is not part of a library district. Mr. Oliver stated that the county treasurer must keep those penal fines in an escrow account. By law the funds may only be used toward library services. When an area does join a library, the library will then receive all of the penal fines that have been held in escrow. Mr. Oliver also reported that in Carmel Township there are 1,025 houses. Eaton Township has 1,750 houses and the City of Charlotte has 2,810. These figures are based on the number of tax bills that are mailed in each area.

The Barry Eaton District Health Department will be assisting individuals on signing up for health care on February 11, 2015, at the library. Beginning the first Sunday in February and most Sundays thru the end of March, the Volunteer Income Tax Assistance (VITA) volunteers will be at the library to provide free income tax preparation assistance to low-income, elderly, disabled and limited English speaking people. Due to a large budget cut, the IRS will not be supplying libraries with tax forms and instruction booklets as they have in the past.

There was no Old or New Business to discuss.

Meeting was adjourned at 7:40 p.m.