

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 November 19, 2015, at 7:00 p.m. prevailing Eastern Time.

Attendance: Mary Sloan, Keith Tirrell, Sharon VanLoton, Sylvia Colles, Jo Jones, Gloria Wilson

Absent: Dale Dodds

Staff Present: Jim Oliver Library Director, Pam Kane, Library Staff Member

Agenda, no change, Moved: Sharon Van Loton, Second: Jo Jones, all Ayes.

Minutes, moved Jo Jones, second Sharon Van Loton, all Ayes.

Keith Tirrell presented the income statement. He discussed the library's income statement; Sylvia Colles asked if changes to the budget that were affected by the payment of Owens-Brockway funds that were paid to MERS need to have the board approve an amended budget? Keith Tirrell was uncertain about the need for an amended budget at this time he recommended that the board would rely on Marlena's expertise on that issue.

No citizen's comments

Nothing in comment box

Staff comments, from Pam; discussed the recent programs teddy bear sleepover, Teen Ornament Event, upcoming Gingerbread house, Santa's visit.

Friends of libraries: Sharon VanLoton had gone to the Friend's meeting this past Saturday. She had told the Friends about the millage meeting at Sylvia's on Saturday at 12:30; discussed the upcoming annual meeting with a speaker and Lin Klasseen , who does a face reading program.

She also spoke about a women's group that is starting called "women getting together" they will do a drawing of application names, chose three who would do a short presentation. The group would then provide a "grant".

Millage update: Meeting this Saturday, Sylvia's house at 12:30. Right now Sunny Becker is writing a position paper with millage data. This is to prepare speakers to have common

speaking information. A PowerPoint will be developed, so that it may be used if the speaker wishes to use it.

Woodlands report, no current news, Bill Siarny, president of the governing board is at the meeting in Albion tonight. The plans for the upcoming year are that the advisory board of library members will be at cooperative's libraries. I offered Charlotte Community Library as a location, but it seems that there are enough libraries that we will not hold one this year.

Director's report; He referred to the written report, with the following update information. The Library's programs are doing well. He commented on the documents that he sent out to the board on library programs, noting the use in the document of cost per user, which references staff time. Part of their job is to present programs for the public. The document on grants includes the grants that are outstanding, and grants that we plan to apply. We are looking at possibly applying for additional grants of Sparks! Ignition Grants for Libraries and the Loleta D. Fyan Grant

Old business: Employee Health Insurance

Discussed the letter from the attorney, and the information from Marlana, Sylvia Colles raised the issue that the library board has made a promise of helping to cover the cost, without tax implications. Jo Jones said that we could calculate based on general tax level, such as if the staff member is at a 15% rate, calculate the waiver increase at 1.15. Also given that the rates change in May and are not certain of the change, the staff member could contact Medicare and determine what the change to the cost of the insurance will be. Marlana's document was acceptable.

Sylvia Colles made a motion: Waiver for the amount Marlana determines not to exceed \$4,261.56 with the appropriate amount to cover taxes. Jo Jones seconded, All Ayes.

New business: Collection development policy, Sylvia Colles had some suggestions to the language, Jim will make suggested changes, resubmit to the group and issue is tabled until the next board meeting. Sylvia Colles has a concern about the use of the marking the books in the library with the Christian stickers that are used, that we should be marking none, or marking all religious faiths.

Sharon VanLoton moved that the December board, scheduled for December 17, 2015 be cancelled, motion seconded by Sylvia Colles, All Ayes.

Mary Sloan adjourned the meeting at 8:25 p.m.