

Minutes for
Library Board of Trustees
Regular meeting – April 25, 2017

1. Call to Order
5:01 pm
2. Roll Call. Alice, Alicia, Raylene, Dan, Jill, and Julie. Angie absent.
3. Approval of Agenda
Jill 1st, Raylene 2nd. All in favor. Motion passes.
4. Public Comment
 - a. Marlene and Rose are visiting from the friends of the library. They are planning a garage sale during the community garage sale event. June 23 at the town hall. One day, Friday. 9-5 or so. Setup Thursday. Donations will be taken with word of mouth and through facebook.
 - b. The friends bought some large flowerpots for outside. Local donations will be used to fill the buckets.
 - c. Concerns. Thoughts of changing the spring book sale. No bake in the spring because many of the bakers are still in Florida/Arizona. The Friday sale was very slow. No patrons from 12-4pm. The friends will either concentrate on only fall, or wait until the middle of April. The group is small and they could use help setting up. It takes two full days to set up. Discussion as to asking the youth to help set up. Memorial Day bake sale could use donations. Anything that could be donated will help with the event. They receive a great deal of monetary donations during that event. The same applies with the fall book sale/bake sale. The friends would like to have some help to boost their numbers.
5. Approval of minutes
Raylene 1st, Julie 2nd. All in favor. Motion passes.
6. Review Bills and Budget
Reviewed without comment.
7. Directors Report
 - a. Alicia reports the ALA budget is still open, and to email your congressman and spread the word. Fred Upton contact information was provided.
 - b. MLA packets were passed out to the board.
 - c. Perrigo Foundation gave us a donation of \$850 dollars to sponsor 2 of our programs this summer.
 - d. Spring Break Fun Day went well, altogether Denise counted 29 kids
 - e. Tea Party/Easter Egg hunt was okay, we ended up with 7 kids.
 - f. Our SRP Saturday schedule is set. Now working on our teen schedule
 - g. Kindergarten and Young 5's classes were in on Friday. Almost 60 kids came in to listen to stories, learn about summer reading programs, and do a craft.
 - h. Class tours are being scheduled now, all elementary classes will come in before school is done.

- i. Earl from MFD contacted Alicia, they are giving us a defibrillator. They will set up training and look into CPR training.
 - j. During the Co-op meeting: Bylaws approved, insurance discussed.
 - k. FOIA – Freedom of information act. Township handling.
 - l. Trustee Training – Advocacy. Raylene handouts from her trustee meeting.
 - m. Notaries require bond of 10k from insurance company.
 - n. Denise and Alicia to look at having a few coffee open houses with local government officials and have them available for people to come talk to.
 - o. We are members of the United for Library Association.
8. Old Business
- a. Emergency Policy. Alicia to draft lockdown procedure. Jill 1st, Raylene 2nd. All approved.
 - b. Internet filters. There isn't a program recommend from commercial IT departments. Library patron responsibilities to police themselves.
9. New Business
- a. May Meeting Discussion. May meeting moved to May 22nd at 5pm.
10. Updates on local meetings
- a. Raylene to Orangeville. They were happy with the information provided. Raylene informed them about the federal budget and the implications of losing that funding.
 - b. Alice to Martin Twp. The defibrillator was the main topic of discussion. The township has a liability waiver that has to be filled out with any library presenters.
 - c. Watson Twp has not submitted a contract. Alicia has been copied on an email that seems to indicate they have signed the contract but they have not given us a copy yet. The information will be needed for our budget. The next meeting is May 4 and Alice will plan on attending if we have not heard from them.
11. Public Comment
- a. None
12. Board Member Comment
- a. None
- ~~13. Next meeting: May 23, 2017 at 5pm~~ – Now May 22nd at 5pm.
14. Adjournment: Jill 1st, Raylene 2nd. Time 6:03pm.