

Minutes for
Library Board of Trustees
Regular meeting – May 22, 2017

1. Call to Order
 - a. 5:03 pm.
2. Roll Call
 - a. Alice, Alicia, Jill, Julie, Angie, Dan (minutes). Raylene Absent.
3. Approval of Agenda
 - a. Jill 1st. Angie 2nd All in favor
4. Public Comment
 - a. One present, no comment.
5. Approval of minutes
 - a. Jill 1st, Julie 2nd. All in favor
6. Review Bills and Budget
 - a. Bills reviewed during the meeting, no questions or comments.
7. Directors Report
 - a. MLA updates handed out in trustee packet. Still no vote on MEL funding.
 - b. Toddler time done until June 20th.
 - c. Class tours are in full swing. Some even scheduled for Thursday!
 - d. Teen summer schedule is completed. Finishing the adult schedule.
 - e. Attended AED training on Thursday. Earl will let us know when the staff can attend in the Fall/Winter. Still investigating classes for the public put on by the library.
 - f. Notary for the public information. The surety bond is \$60 for the \$1000 coverage and some paperwork with the county. Alicia to gather a little more information.
 - g. Empty magazine bins. Alicia to offer to public starting with the school to see if they want any. Any leftovers to be put in the yard sale.
 - h. This October the Halloween stuff may include the ghostbusters of Kalamazoo stopping by to do an event.
 - i. Collaborating with the school on a summer bookmobile. Using Martin band trailer and book donations. We are going to coordinate with the summer reading program and add it to the bookmobile route/information. Looking to get the teen council involved for community service hours.
 - j. Trustee Training information provided in the packet. Including self-evaluation.
8. Old Business
 - a. Emergency Policy. Updated General section to include the actions in case of a local emergency.
 - i. Angie 1st, Jill 2nd. All in Favor
 - b. Budget Committee
 - i. Changes recommended by finance committee. The increased in the budget is related to goal to allow for 2 staff members here at all times. Increases also increased with dues, books, MEL, and supplies. There is a request for additional staff funding as well. Dues include the website, MEL, E-books, ACLA, and Insignia. Capital Assets are all set at this point in time. Computers, and printers are newer and not due for replacement. Asking for an additional 2718 this year. Jill 1st, Angie 2nd. All in Favor
9. New Business
 - a. Centennial Celebration Committee. Discussed display to showcase the first 1000 books ascension documentation. We have the need to establish a sub-committee for the celebration.

Alice and Julie to start the committee. Start thinking about actions and funds. Scott K to join committee

10. Updates on local meetings

- a. Julie plan to go to the Friends of the Library meeting June 19.
- b. Raylene helping with Orangeville meeting. A great help for Alice. No special information during the meeting.
- c. Township meeting of Martin. If you run into Jack Sipple he has championed the discussion to pave the parking lot. Give him a thank you. The next time a company is in the area or has extra materials they will pave the lot.
- d. Budget meeting Wednesday at 6pm. Alicia and Alice to be there before 6pm as they likely will go first.

11. Public Comment

- a. No comment.

12. Board Member Comment

- a. Angie resigned as secretary of the board. She will remain as a trustee.

13. Next meeting: June 27, 2017 5PM

14. Adjournment

- a. 5:45pm Jill 1st, Julie 2nd. All in Favor