

Minutes for
Library Board of Trustees
Regular meeting – September 25, 2018

1. Call to Order
 - a. 4:59pm
2. Roll Call
 - a. Alice (absent), Alicia, Angie (absent), Julie, Jill- running meeting, Raylene, and Dan (minutes).
3. Approval of Agenda
 - a. Raylene 1st, Julie 2nd. All in favor.
4. Public Comment
 - a. No Public present
5. Approval of minutes
 - a. Raylene 1st, Julie 2nd. All in favor.
6. Review Bills and Budget
 - a. Passed during meeting, no questions/discussions raised.
7. Directors Report
 - a. Reports and Statistics discussed.
 - b. MLA updates included in trustee packet.
 - c. Toddler time started back up. Lost kids to preschool. In a rebuilding phase.
 - d. K-6 Story time is Oct 27 at 10:30am. Halloween lego theme introduced.
 - e. Lego club to start in November. After school with registration.
 - f. Teen book club started. Abbie has started with 5 kids. We'll keep pushing for it to get more.
 - g. Book club read the Bookshop on the corner. Seemed to be well enjoyed. Next month brings 'Practical Magic' by Alice Hoffman.
 - h. Inventory has been done. 15 books were missing. Not bad considering we haven't done it for 4 years.
 - i. Pilcrow grant has been mailed. Supposed to hear back about October 15th
 - j. Junior High and 9th Grade classes came on Sept 14th. We have visits scheduled through December.
 - k. Survey is in process. Only a few have been returned so far. I'll start a survey monkey to try and get some more filled out that way.
 - l. Co-op/County meeting in October.
 - m. Next project: Re-doing the Nonfiction section. Incorporating BISAC (Book Industry Subject and Categories) to make browsing for certain subjects easier.
 - n. Fine Forgiveness for November?
8. Old Business
 - a. Quality Services Audit Checklist
 - i. Services: Hearing impaired, speech impaired, and blind users requirements. Alicia to review larger library policies.
 - b. Circulation Policies.
 - i. Roundtable. Budget line \$1200.00 including copy and faxing fee's. Alicia to update the Policy.
 - ii. Tape player section to be removed.

- iii. Alicia to offer updates to material selection section in the future.
 - c. 100 year anniversary
 - i. Western Michigan University trip to research J.C. Wheeler. Lots of historical information about the man. He was married 4 times, and a 'well to do' farmer. He started the process to donate in 1915, the threat of loss of funds spurred the library a few years later.
 - ii. A booklet will be produced for the anniversary, once the research has been completed.
- 9. New Business
 - a. Book Sale Set up.
 - i. Alice asked for permission to bring books Tuesday so the friends can sort Wednesday/Thursday. Texted the school to find out if any students would haul the books to the township hall. Sale on Friday and Saturday.
 - b. Friends' Liaison.
 - i. Friends meeting at the same time as the school board meeting. Julie may not be able to do both. Third Monday of the month.
 - c. Fine forgiveness added from Director's report.
 - i. Approved per discussion. Raylene 1st, Julie 2nd. All in favor.
- 10. Updates on local meetings
 - a. Martin Twp meeting. Alice not present.
 - b. Orangeville Twp meeting. No information on the library. Commission on aging pamphlet from Barry Co posted on library board.
 - c. Julie to the Friends Meeting. No additional discussion more than what we've discussed.
- 11. Public Comment
 - a. No Public present.
- 12. Board Member Comment
 - a. No board member comment.
- 13. Next meeting: October 23, 2018 5PM
- 14. Adjournment
 - a. Raylene 1st, Julie 2nd. All in favor. 5:42pm