

ADDISON TOWNSHIP PUBLIC LIBRARY

BOARD MEETING MINUTES

TUESDAY, November 21, 2017

CALL TO ORDER: President of the Board, J. Baldiga called the meeting to order at 7:03 P.M. at the Addison Township Public Library, 1400 Rochester Road, Leonard, MI, 48367.

BOARD MEMBERS PRESENT: James Baldiga-yes, James Elsarelli-yes, Mary Frost-yes, Brian Howarth-yes, Marilyn Szost-yes, Mary Ellen Warner -yes Library Director, Jaema Berman was present.

PLEDGE OF ALLEGIANCE

CALL TO AUDIENCE: members of the public present

APPROVAL OF THE AGENDA as amended: Motion to approve the agenda by M. Frost 2nd by B.Howarth, carried by a voice vote.

APPROVAL OF Consent Agenda: Motion to approve by M. Szost 2nd by J. Baldiga, unanimously carried by a voice vote.

FINANCIAL REPORT: J. Berman presented the financial report. Of note, *Sunrise* was chosen for plowing and salting .Motion to accept by J. Baldiga 2nd by M. Frost; approved by a roll call vote: J. Baldiga-yes J. Elsarelli-yes, M. Frost-yes, B. Howarth-yes , M. Szost-yes, M. Warner-yes.

DIRECTOR'S REPORT: J. Berman presented the directors report. \$2500 donation from Susan Vasco for audio books. Motion to file by J. Elsarelli, 2nd by B.Howarth; carried by voice vote

COMMITTEE REPORTS:

- Policy – none.
- Building – none
- Finance – none
- Communications and Technology – none

Communications: insurance company notification of increase in rate

OLD BUSINESS

New building Pugh matrix criteria to keep for evaluating determined

Professional fund-raising: Tabled

Directors Evaluation: Results from James and Mary's efforts will be distributed for next meeting so that the Board may approve criteria.

Policy: *Unattended Child policy:* language to be inserted into document *Internet /computer use* and *Internet Safety* :tabled

Temporary Part-time Staff pay increase: J. Baldiga moved to accept, B.Howarth 2nd. J. Baldiga -yes, J. Elsarelli-recused, M. Frost-yes, B. Howarth-yes , M. Szost-yes, M. Warner-yes.

NEW BUSINESS:

Addition of a paid holiday (MLK Birthday): Motion to accept by J. Baldiga, 2nd by M.Szost; Roll call vote: J.Baldiga,:M. Frost-yes, B. Howarth-yes , M. Szost-yes, M. Warner-yes with J. Elsarelli recused.

Enbridge tax resolution: Total refund due to Enbridge is \$5,846. J. Baldiga to compose a letter asking the company to donate that amount the library.

Checking Account Debit Card: Needed to do business for electronic payments that cannot be transacted by direct withdrawal. Motion for the card by M. Szost, 2nd by J. Elsarelli. Roll call vote: J. Baldiga,, J. Elsarelli- yes. M. Frost-yes, B. Howarth-yes , M. Szost-yes, M. Warner-yes

PUBLIC FORUM: Friends of the Library representative attended. Suggested that we consider developing a social media policy

NEXT MEETING: Tuesday, January 16, 2018 7:00 P.M., at the Addison Township Public Library.

ADJOURNMENT: Meeting ended at 8:20 P.M.

Prepared by: M. Szost