

**ADDISON TOWNSHIP PUBLIC LIBRARY**

**BOARD MEETING MINUTES**

**TUESDAY, August 15, 2017, 7pm**

**CALL TO ORDER:** President of the Board, James Baldiga, called the meeting to order at 7:02 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. Szost, 2<sup>nd</sup> by J. Elsarelli, carried by a voice vote.

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

**FINANCIAL REPORT:** J. Berman presented the financial report. Highlights: Electric bill much higher than prior. new *Smart meter* just installed. Jaema will check past bills to compare usage from past months. Motion to accept and file the financial report by J. Elsarelli- 2<sup>nd</sup> 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. Motion to accept and file the Director's Report by J. Baldiga , 2<sup>nd</sup> by J. Elsarelli , unanimously carried by a voice vote.

**APPROVAL OF THE BILLS:** Motion to approve payment of bills by , 2<sup>nd</sup> by . Approved by roll call: J. Baldiga-yes, J. Elsarelli-yes M. Frost-yes,, B. Howarth-yes M. Szost-yes, M. Warner-yes.

**COMMITTEE REPORTS:**

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

**COMMUNICATIONS:** None

**OLD BUSINESS:**

- New building discussion
  - 1. Meeting with Township Supervisor Pearson (Baldiga, Elsarelli, and Howarth attending) regarding use of land adjacent to township building for new library construction, came away with the understanding that the land would have to be leased or purchased, no trade option; more parking spaces would be needed; the Supervisor would support the library in any decision.
  - 2. J. Baldiga meeting with landlord, Mr. Yasso, discussed a proposal that he would build a shell that the library would have to finish according to its specification, on the property behind the current occupancy and lease it to the library.
  - 3. Schedule a re-look at the building on Rochester Road.
- Fund raising consultant: Jaema to contact a company based in Grand Rapids and possibly another.
  - Directors' Evaluation: Previously disseminated examples to be evaluated further and decided upon in October. Library staff will be consulted in the process also.
  - Policy review: *Mission and Goals* and *Patron Service* policies reviewed. Minor changes and dates of revision added by consensus.

**NEW BUSINESS:**

- Request for amendment to 2017 Budget due to increase in DTE bill. Motion to approve by J. Baldiga 2<sup>nd</sup> by M. Frost .Approved by roll call: J. Baldiga-yes, J. Elsarelli-yes M. Frost-yes,, B. Howarth-yes M. Szost-yes, M. Warner-yes.
- .Review of 2018 Budget
- A local realtor completed a survey of the library's gifted property and an estimate of the value of the land if divided, provided.

**PUBLIC FORUM:** Friends of the Library representative spoke

**NEXT MEETING:** Tuesday, September 19, 2017, 7:00 P.M., at the Addison Township Public Library.

**ADJOURNMENT:** The President adjourned the meeting at 8:53 P.M.

Prepared by: M. Szost