

ADDISON TOWNSHIP PUBLIC LIBRARY

BOARD MEETING MINUTES

TUESDAY, November 15, 2016

CALL TO ORDER: The President of the Board, James Baldiga, called the meeting to order at 7:01 p.m., at the Addison Township Public Library, 1400 Rochester Road, Leonard, MI, 48367.

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

PLEDGE OF ALLEGIANCE

CALL TO AUDIENCE: 3 members of the public present

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

Swearing in of Newly Elected Board Members: Group swearing in administered by Cerk Pauline Bennett.

Election of Board Officers: Slate nominated and elected unanimously by voice vote. President-J.Baldriga, Vice President-Mary Frost, Secretary-M.Szost, Treasurer-B. Howarth. Motion by xxxx, 2ndxx

APPROVAL OF THE MINUTES: Motion to approve the October 18, 2016 meeting minutes with additions by J. Baldiga, 2nd by B. Howarth, carried by a voice vote.

New Building Discussion:

FINANCIAL REPORT: J. Berman presented the financial report. Motion to accept and file the financial report by J.Baldriga, 2nd by M. W, approved by a roll call vote: J. Baldriga-yes, M. Frost-yes, J. Ellsareli-yes, M. Szost-yes, B. Howarth-yes.

DIRECTOR'S REPORT: J. Berman presented the directors report. Motion to accept and file the Director's Report by J. Baldriga, 2nd by B.Howarth, carried by a voice vote.

APPROVAL OF THE BILLS: J. Berman presented November and December bills. Motion to approve the bills by J. Baldiga, 2nd by xxx, approved by a roll call vote: J. Ellsarelli-yes, M. Frost-yes, J. Baldiga-yes, M. Szost-yes, M.xx, B. Howarth-yes.

COMMITTEE REPORTS:

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

COMMUNICATIONS: \$100.00 donation from memorial donation designated for New Building Fund

-Donation of vintage books from Johnston family to be sold with proceeds for library.

OLD BUSINESS:

- Handicap Ramp Rebuild: necessary for liability. Jaema will make arrangements for temporary fix.
- Snow Plowing Responsibility by PO and Tree Service.: Landlord advised these tenants that they were not responsible. Tree service gave a better quote for plowing and shovelling. Agreement that shovelling sidewalk should be included.
- Copies of Open Meetings Act distributed
- Credit Card use: as this is a convenience for patrons, a fee can be justified to offset the cost charged to the library. Waiting for more information from Quickbooks .
-

NEW BUSINESS:

- Approved request to hire 2 part-time clerks at \$8.50 per hour to provide coverage for staff for relief during vacations and call-ins. Jaema will advertise through the Library Network for suitable candidates.
- .

PUBLIC FORUM: None.

NEXT MEETING: Tuesday, January 17, 2017, 7:00 p.m., at the Addison Township Public Library.

ADJOURNMENT: The President adjourned the meeting at 7:00 p.m.

Prepared by: M.Szost