

Approved 09/10/2015

Regular Meeting Minutes
Elk Rapids District Library Board of Trustees
August 13, 2015

The regular monthly meeting of the Elk Rapids District Library Board of Trustees was called to order by President Tom Vranich at 4:30 PM.

Members Present: John Ferguson, Barb Johnson, Jane Lund, Judy Passon, Tom Vranich, Thom Yocum, Diane Geddes and Nannette Miller, Library Director.

Members Absent: Ellen Welch

Also Present: Susan Calkins, Friends Liaison

Approval of Agenda

M/S by Geddes/Johnson to approve the agenda. **Approved.**

Approval of Minutes

M/S by Yocum/Johnson to approve the July minutes. **Approved.**

Public Comment and/or Slated Petitioner Request

Jim Witte of The W Group Inc. presented four options for our logo.

Financial Report

M/S by Lund/Johnson to approve 26 checks numbered 26427-26452, 1ETF to the IRS, and 2 debits for a total of 20 automatic payroll deductions, all written in July against the General Fund. **Approved.**

One CD has reached the end of its term and those funds are now being held in a cash position at Edward Jones. The investment of these funds will be discussed at the next meeting.

Correspondence

Jane Lund sent a thank you note to Jeannette Mansour for a donation in honor of Nira Sabty's birthday. The Mott Foundation will give a 3 to 1 match for this donation. A donation was also received from POVIC and Jane will send a note.

Director's Report

The Summer Reading Program went well. The Junior Knights and Princesses program during Harbor Days was a huge success. The library was closed all day Monday and until noon on Tuesday, following the storm of Sunday, August 2. There was a large tree blocking the driveway, but the library had power. Many residents who lost power called the library to see if they could charge their phones and computers. It was unfortunate that they couldn't come in. As it was, 55 devices connected to our Wi-Fi from outside on Monday, so the library served as a

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technology refugee camp of sorts. The new library web site went live today, Aug. 13. Marianne Priest did a great job of setting it up.

Committee Reports

a. **Policy:** No Report

b. **Finance:** No report

c. **Building**

Tom Vranich reported on the Power Point presentation to the Village Council. The Council unanimously supported the board's request to explore expansion of the library. We have requested that the Village attorney, Scott Howard, research any restrictions on the island property.

Friends Report

Susan Calkins reported that as of August 11, the Friends are incorporated as a Michigan non-profit. Paul Brink and Sharon Bacon are now in the process of getting a federal ID number and are filling out the 501(c)(3) paperwork.

Unfinished Business

Tom Vranich reported on the meeting with Charlevoix fundraisers of July 16, 2015. He previously e-mailed a detailed report to all board members. Nannette received copies of promotional materials they used, including a PowerPoint presentation which was shown weekly at the library.

New Business

a. Plan volunteer luncheon

Various venues were discussed. M/S by Lund/Passon that the luncheon be held at the Hacienda Restaurant on September 22 at noon. **Approved.**

b. Expansion project – next steps

1) Architect selection process

Nannette handed out a list of 6 possible architects to interview. Tom Vranich added WTA Architects, 100 S. Jefferson Ave., Saginaw, MI. They designed the Hoyt Library in Saginaw and have experience with historic buildings. All of the architects have experience with libraries. There was a discussion as to when to have interviews. We will start with Dennis Jensen from C2AE. He will be asked to present at the next board meeting.

2) Committees

Discussions of what committees were needed. Two most important would be the Building Committee and the Capital Campaign Committee. One or two board members should be on every committee.

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c. Committee to draft Memorandum of Agreement with Friends

An ad hoc committee was formed to meet before the next board meeting: Susan Calkins, Sharon Bacon, Barb Johnson, John Ferguson and Judy Passon.

d. Logo ideas – Discussion

It was decided that we would wait to decide on the logo until an architect has been chosen and plans for the expansion are underway. The architect could then offer advice on the logo.

Board Comments

New Board contact lists were distributed.

Adjournment

The meeting was adjourned at 6:10PM. The next regular meeting will be held on Thursday, September 10 at 4:30 PM in the library conference room.

Respectfully submitted,

Judy Passon for
Ellen Welch
Recording Secretary

Copies of the approved minutes for the previous month's regular meeting and any special meetings that occurred will be sent to the Village of Elk Rapids and the Townships of Elk Rapids, Milton and Torch Lake.