

Regular meeting Minutes
Elk Rapids District Library
December 8, 2016

1. Call to Order

President Thom Yocum called the regular monthly meeting of the Elk Rapids District Library Board of Trustees to order at 4:30 pm. Present were members Diane Geddes, Barbara Johnson, Jane Lund, Ellen Welch, Thom Yocum and Nannette Miller, Library Director. Absent were John Ferguson, Judy Passon and Tom Vranich. In addition, six interested citizens were in attendance.

2. Approval of Agenda

After a request to change Policy Committee to Personnel Committee under New Business, M/S by Johnson/Geddes to approve agenda as amended.

Motion: **Approved**

3. Approval of Minutes

M/S by Lund/Geddes to approve the November 10, 2016 minutes.

Motion: **Approved**

4. Public Comment

Diane Richter asked about a citizen's opportunity to ask a question that comes up after the Public Comment time. It was shared that there is a form to present the question to the Board and an answer will be given in the manner requested (hard copy, phone, email).

5. Treasurer's Report & Approval of Bills

M/S by Johnson/Welch to approve checks 26919 – 26948 (with #26940 void), one ETF to the IRS and two debits for a total of 21 automatic payroll deductions made in November from the General Fund. Motion: **Approved**

6. Correspondence

There was none.

7. Director's Report

Director Miller confirmed her written report and added the following:

a. Director Miller shared that Hogarth Pest Control had given her their report and estimate to eliminate the pest situation at the ERDL. In addition, they had located additional foundation weaknesses. It now looks like the ERDL must be closed during the entry foundation repair in February. The Hogarth report and estimate will be forwarded to the Elk Rapids DPW.

8. Committee Reports

a. *Policy* – No report

b. *Finance* – No report

c. *Planning* – No report

APPROVED 01/12/2017

d. *Personnel* – Recommendation in New Business

9. Friends Report

Susan Calkins reports she went to see John Goss concerning the completion of the statue project. She will talk with the ER Garden Club about changing the type of irrigation near the statue to avoid staining the stainless metal used. In addition, they have four new fund raising ideas for next year. The spring ‘Thank You’ will be held May 23, 2017 at the Pavilion.

10. Unfinished Business

a. *Building Foundation Repair*

Refer to comments in Director’s Report

11. New Business

a. *Insurance recommendation- Personnel Committee*

M/S by Welch/Lund to accept the committee recommendation to maintain the Director’s current insurance plan through May and to select a new plan for the remainder of the year. Motion: **Approved**

b. *Review Strategic Plan progress*

Much of the Strategic Plan is contingent on the approval of the proposed addition to the ERDL.

c. *Board member recruitment*

Jane Stauffer visited as a possible representative from Milton Township.

12. Board Comments

A heartfelt Thank You was shared by Director Miller for all of the help decorating the ERDL for the holidays.

13. Adjournment

President Thom Yocum adjourned the meeting at 5:06 pm. The next regularly scheduled meeting will be held January 12, 2017.

Respectfully submitted,

Ellen Welch

Recording Secretary

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