

**Elk rapids district Library Board of Trustees  
Meeting Minutes  
December 13, 2018**

1. **Call to Order:** The meeting was called to order at 4:30 pm by President Barb Johnson.  
Members present: Diane Geddes, Barb Johnson, Jane Lund, Jane Stauffer, Stuart Travis, and Director Nannette Miller.  
Absent: Sarah Ward, Chris Weitschat, and Thom Yocum.  
Also present: Nell Lockhart representing the Friends and four interested citizens.
2. **Approval of Agenda:** M/S by Geddes/Stauffer to approve the Agenda as presented. Motion carried.
3. **Approval of Minutes – November 8:** M/S by Geddes/Stauffer to approve the minutes of the November 8 meeting as presented. Motion carried.
4. **Treasurer’s Report and Approval of Bills:** M/S by Lund/Travis to approve checks numbered 27702 through 27729, one electronic funds transfer to the IRS and three debits for a total of 30 automatic payroll deductions written against the General Fund in November. Roll Call Vote: Johnson – Y, Stauffer – Y, Lund – Y, Geddes – Y, Travis – Y. Motion carried.
5. **Correspondence:** Johnson read a nice thank you note to the Board from Char Gretel for the dinner at the decorating party.
6. **Director’s Report:** Miller added to her written report that the outside lights had not yet been installed.
7. **Friends Report:** Nell Lockhart presented a check to the board for \$400,000 for the expansion from an anonymous donor. There was a brief update on Blizzard of Books and the September 2019 comedy show.
8. **Unfinished Business**
  - a. **Hopkins Burns proposal:** Johnson asked the Board’s preference for a contract with the architects for the balance of the work. All present were fine using the signed proposal as a contract.
  - b. **Capital Campaign appointment:** Johnson established a Capital Campaign Committee and appointed Karen Simpson and Sarah Ward as Co-Chairs. The Committee is charged with raising the funds for the expansion and renovation of the Library. They will report to the Board at least monthly.
  - c. **Strategic Plan/Goals Review:** Gera Witte talked about where we are with this. Tabled until January.
9. **New Business**
  - a. **Board member intentions:** Johnson, Ward, and Yocum, whose terms expire in 2019, intend to apply to be reappointed to the Board.

APPROVED 01/10/2019

10. **Public Comment:** None.
11. **Board Comments:** Stauffer said she is still waiting for some evaluation forms to come in.
12. **Adjournment:** The meeting was adjourned at 5:26 pm. The next regular meeting of the Elk Rapids District Library Board of Trustees will be held on Thursday, January 10 at 4:30 pm in the Library meeting room.

Respectfully submitted,

Nannette Miller