

Approved 5/12/16

Regular Meeting Minutes  
Elk Rapids District Library Board of Trustees  
April 14, 2016

1. 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, Diane Geddes, Barb Johnson, Jane Lund, Judy Passon, Tom Vranich, Ellen Welch, Thom Yocum and Nannette Miller, Library Director.

**Members Absent:** None

**Also Present:** Trish Pearlman, Sandi Gray, Mary Edens and Carl Semczak

**2. Approval of Agenda**

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

**3. Approval of Minutes**

M/S by Lund/Passon to approve the March 2016 minutes. **Approved.**

**4. Public Comment:** Trish Pearlman shared she had used one of the new laptops and it was wonderful – Thank you. Carl Semczak stated he was interested in the ERDL Improvement Plan. Mary Edens shared her knowledge of Boards and how they function. Handouts included current library laws and Michigan Library resources. A Board refresher was presented.

**5. Treasurer's Report & Approval of Bills**

M/S by Ferguson/Johnson to approve checks numbered 26663-26693, 2 debits and one EFT written in March 2016 against the General Fund. **Approved.**

**6. Correspondence:** None

**7. Director's Report:** The Northland Library Cooperative has approved our Resolution to join in October 2016. ERDL will continue to receive support from the Mid-Michigan Library League through September 2016. The new laptops have arrived and all will be available soon for use. The Library will be closed May 4-5 for floor and carpet cleaning.

**8. Committee Reports**

**Policy:** None

**Finance:** None

**Building:** The committee met to go over the two RFPs and to gather local names with engineering knowledge. It was stated that as we move ahead with the Improvement Plan, there will be many opportunities for public input.

**Personnel:** None

**9. Friends Report:** Sandi Gray reported the new Friends tote bags are available for \$15. The Friends wish to know how the Board sees the Friends fitting in and helping with the future Improvement Plan. They have the desire to focus on providing programs for the Library. Progress continues to be made on the sculpture with the desire that it be a Friends activity.

**10. Unfinished Business:**

a. **Approve Architect firm:** Two firms submitted RFP's. The committee recommended acceptance of the Hopkins-Burns proposal for Phase 1 of the Building Improvement Plan. M/S by Ferguson/Johnson to accept the recommendation of the Building Committee. **Approved**

b. **MDOT Library Sign:** M/S by Yocum/Passon to purchase two highway Library signs per MDOT proposal and pricing. **APPROVED**

c. **Review and adopt goals for the year:** Goals were reviewed-

1. Explore options for addressing space needs of the Library.
2. Develop a Ways of Giving program
3. Advocating for the Library

M/S by Johnson/Yocum to accept the goals. **APPROVED**

**11. New Business**

a. **RFP for Library Property Survey:** free discussion held – no action taken

b. **Rural Library Conference Participation:** Discussed upcoming Rural Library Conference.

c. **Handling of the money for Library improvement project:** We are on track. Auditor recommends that we keep the improvement funds completely separate. M/S by Ferguson/Johnson to have Finance Committee change the savings account at Chemical Bank to a checking account. **APPROVED**

d. **Support for sculpture:** Free discussion held – no action taken

**12. Board Comments:** None

**13. Adjournment**

The meeting was adjourned at 6:22PM. The next regular meeting will be held on May 12, 2016 at 4:30 PM in the library conference room.

Respectfully submitted,

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.