

Approved 12/08/2016

Regular Meeting Minutes  
Elk Rapids District Library  
November 10, 2016

**1. Call to Order**

The regular monthly meeting was called to order by President Tom Yocum at 4:30 pm. Present were members Diane Geddes, Barbara Johnson, Jane Lund, Judy Passon, Ellen Welch, Thom Yocum and Nannette Miller, Library Director. Absent were John Ferguson and Tom Vranich. In addition, eight interested citizens were in attendance.

**2. Approval of Agenda**

M/S by Geddes/Johnson to approve the agenda as presented.

Motion: **Approved**

**3. Approval of Minutes**

M/S by Johnson/Lund to approve the October 13, 2016 minutes.

Motion: **Approved**

M/S by Johnson/Geddes to approve the October 17, 2016 Special Meeting minutes. Motion: **Approved**

**4. Public Comment:**

President Thom Yocum opened the floor for public comment.

Kathleen Peterson asked that the Board keep in mind that although the Library is a District Library, any changes become a question to the village residents. In addition, she feels that the presentations came across as trying to sway the village residents.

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

M/S by Lund/Johnson to approve checks 26898-26922, one ETF to the IRS and two debits for a total of 20 automatic payroll deductions made in October 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. A photo of Charles Heffer and his wife was shared.
- b. The Michigan Library Association Year-End Review was shared.
- c. Mr. Conway, State Historic Preservation Officer, will present at the second Village Council meeting in January.

**8. Committee Reports**

- a. *Policy* – No report
- b. *Finance* – No report

Approved 12/08/2016

c. *Planning* – No report

d. *Personnel* – The Director's evaluation forms are due back to Barbara Johnson no later than the December regular meeting.

### **9. Friends Report**

Sharon Bacon reported the Friends would not have a decorated tree this year. They will have an upcoming meeting to brainstorm fund raising ideas for next year. The Book Cellar continues to do well. The Friends now have 99 members. Three members will be sharing the Friends Liaison duties during the winter months. The October 2017 Business After Hours will be hosted by the Friends.

### **10. Unfinished Business**

a. *Building Foundation Damage/Repair.*

The foundation repair is planned to be completed in February 2017.

b. *Trustee Ethics Policy*

M/S by Johnson/Passon to accept the Elk Rapids District Library Trustee Ethics/Code of Conduct Policy as amended 11/10/16. Motion: **Approved**

### **11. New Business**

a. *Key talking points and timeline revision*

The DRAFT Key Messages and Revised Fact Sheet for Library Board Review was presented.

An updated Timeline and next Steps was presented.

### **12. Board Comments**

Director Miller reminded Board members of the upcoming Library decorating party.

13. President Thom Yocum adjourned the meeting at 5:01 PM. The next regularly scheduled meeting will be held December 8, 2017.

Respectfully submitted,

E. 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.