

Approved 10/13/2016

Regular Meeting Minutes
Elk Rapids District Library Board of Trustees
September 8, 2016

1) The regular monthly meeting of the Elk Rapids District Library Board of Trustees was called to order by Vice President Thom Yocum at 4:30 PM.

Members Present: John Ferguson (arrived at 5:25), Barbara Johnson, Jane Lund, Judy Passon, Tom Vranich, Ellen Welch, Thom Yocum and Nannette Miller, Library Director.

Members Absent: None

Also Present: Sharon Bacon, Elaine Glowicki, Roland Johnston and Pat Stites

2) Approval of Agenda

M/S by Geddes/Passon to approve agenda as amended. Amended to add resignation as President by Tom Vranich after b. **Approved**

3) Approval of Minutes

M/S by Johnson/Vranich to approve August 11, 2016 minutes as amended. Committee Reports: to add wording from “A card may be obtained by non-residents for a fee...” to ‘A card may be obtained by non-residents of those 3 counties.. ‘. **Approved**

4) Public Comment and/or Slated Petitioner Request (Five-minute time limit for agenda or non-agenda items)

Elaine Glowicki asked the question “What is focus group?” The Board asked her where the term focus group was used, as they were not aware of it. The Board answered there is no focus group however, there is a Planning Committee of 7 people currently. She also stated concern about the Open Meetings Act.

Pat Stites questioned whether a feasibility study had been done and shared concern that one hadn’t been completed.

Roland Johnston thanked the Board for the work done so far.

Encouraged the Board to continue and to share the change in vision of libraries.

5) Treasurer's Report & Approval of Bills

M/S by Lund/Johnson to approve 25 checks numbered 26839-26863 written in July against the General Fund. One ETF to the IRS and two debits for a total of 19 automatic payroll deductions were also made in August from the General Fund. **Approved**

6) Correspondence

An email that had been forwarded from Dr.Theodore Ligibil was shared. In it he described, more fully, the topic of his Oct. 10, 2016 presentation to be given at the Historical Society.

7) Director's Report

The ERDL will be on TV 7&4 this evening. There are three upcoming programs in September. The audit has been completed and an electronic version will be placed on the ERDL website while printed copies will be available soon. The millage rate has been reduced to .5259 for this year. There were 6,555 library visits in August. The nine programs had an attendance of: 139 Adults, 20 Teens and 184 Children

8) Committee Reports

a. Policy: No report

b. Finance: No report

c. Planning: Had one meeting of the committee on Aug. 31, 2016. Strategies for expanding communication with the community were discussed with no decisions made. Jay Zrimec will send information on official needs case.

d. Personnel: Barbara Johnson reported a patron complaint was received, investigated and a letter was sent to the patron upon the conclusion of the investigation.

9) Friends Report

Sharon Bacon reported Baffling Bill is being presented. Tickets are now available. Their next meeting will focus on brainstorming ideas for fundraising.

10) Unfinished Business

a. Building Foundation Damage/Repair

The structural engineer has been to the Library. The entry will need to be lifted to repair the foundation. A contractor is coming to give an

estimate. Mold was checked for with none being found in entry way although there was a musty smell noticed.

b. Circulation Policy revisions

It was shared that once a change has been made in the Circulation Policy, it really can't be reversed. The Board was asked to think about this policy for the long term. The policy revision was tabled to a later date.

11) New Business

a. Review Strategic Plan progress

Review was not done and to be completed at a later date.

b. Review millage rate – L-4029 form

M/S by Geddes/Johnson to approve the millage rate at .5259 as the 2016 tax rate. **Approved**

c. Resignation of Tom Vranich as Board President

M/S by Lund/Geddes to accept Tom Vranich's resignation from Board Presidency with regrets. **Approved with one abstention**

d. Election of Officers

M/S by Welch/Johnson to elect Thom Yocum as Board President.

Approved

M/S by Lund/Geddes to elect Barbara Johnson as Board Vice President. **Approved**

e. Process Timeline Revision

An updated timeline was presented and discussed. Referred to the Planning Committee for further review.

12) Board Comments

None

13) Adjournment

The meeting was adjourned at 5:40 PM. The next regular meeting will be held on October 13, 2016 in the library conference room.

Ellen Welch

Recording Secretary

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