

DORR TOWNSHIP LIBRARY

BOARD OF TRUSTEES

SPECIAL MEETING

Dorr Township Library

Date: July 31, 2017

6:30 P.M.

MINUTES

Meeting was called to order at 6:30 by Rachel Vote, President.

Pledge of Allegiance: Was said.

Roll Call: Present- Rachel Vote, Sara Rydman, Marcia Brock, Tara McMillen.
Absent- Barb Gibson, Kristi Lewis. Elyshia Schafer, Library Director, was also present. No visitors.

Approval of the Agenda: Vote motioned to approve the agenda, seconded by Rydman. All yes, motion carried.

NEW BUSINESS:

1. RFP for weekly cleaning service.

Two applicants received and reviewed. Board decided to request breakdown of time required for specific tasks listed in the RFP.

Discussion of necessary spot cleaning by the library staff due to patron illness (i.e. vomit or missed bathroom emergency). Supplies available and staff understanding of handling these wastes. Also, necessary cleaning by staff after library programs.

2. Library Board Trustee application update.

Trustee search still in progress.

Adjournment: Vote motioned, Rydman seconded to adjourn at 7:05 pm. All yes, motion carried

Next regular meeting: Monday August 14, 2017, 7:00 p.m. at the library.

Submitted by Sara Rydman.