

DORR TOWNSHIP LIBRARY

BOARD OF TRUSTEES

MEETING

Dorr Township Library

Date: September 11, 2017

7:00 P.M.

MINUTES

Meeting was called to order at 7:07 pm by Rachel Vote, President.

Pledge of Allegiance: Was said.

Roll Call: Present- Rachel Vote, Barb Gibson, Marcia Brock, Sara Rydman, Tara McMillen, Jennifer Klug Absent- None. Elyshia Schafer, Library Director, was also present. No visitors.

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

Approval of the Minutes: Motioned to approve the May 2016 Minutes with corrections by Gibson, seconded by Brock. All yes, motion carried.

Treasurer's Report: Brock motioned to receive and file the August 2017 Treasurer's report/General Ledger, seconded by Rydman. All yes, motion carried. Brock motioned, seconded by Rydman, to pay the August 2017 credit card bill in the amount of \$1,357.69. All yes, motion carried. Discussed posting of treasurer's quarterly report on website.

Public Comment: None.

Director's Report: Schafer provided a report of information about library programming and events during the preceding month and upcoming events. She also provided reports on meetings attended by the Director, grant applications, building issues, and ongoing library functioning.

- Programs for September 2017 include: Author Maureen Dunphy, September 14th. Prime Time Family Storytime September 21st through October. Watercolor painting September 23rd for 4 weeks, fee \$35.00, class is full. Children's Zooming each Monday 6:30-7:00 pm.
- Children's story time begins in October on Tuesday and Wednesday am.
- Sign-ups for Chicago bus trip November 25th and Winter Bazaar December 2nd.
- Director's workshop September 15th in Lansing, employee training day October 9th in Otsego, library will be closed until 4 pm.
- Paperwork submitted to the United Way for library helpers to clean and organize

Township Board Meeting: Reilly Brower and Rachel Vote attended the August 31, 2017 meeting and requested an update on the library's air conditioning. The township is waiting on bids for the repair. An update was also requested on the library insurance assessment. They also provided a summary of current events and programming. TBD for next meeting on September 28, 2017.

Committee Reports: None. Committee needs to be formed for Library Millage in 2018.

OLD BUSINESS:

1. Air Conditioning - see above Township Board Meeting.
2. Library Director's Employment Contract was approved with proposed amendments/changes.
3. Library Director's evaluation went to closed session for discussion per Vote's motion, seconded by Gibson. All yes, motion carried.

NEW BUSINESS:

1. Policy Manual Review 2a-2f moved to October 9, 2017 meeting.

Adjournment: Vote motioned, Gibson seconded to adjourn at 8:27 pm. All yes. Motion carried.

Next regular meeting: October 9, 2017 at 7:00 p.m. at the library.

Submitted by Sara Rydman.