

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

May 8, 2008 8:00AM

Held in the Cheboygan Area Public Library

Call to order and attendance	Action
Approval of minutes	Action
Financial report, including payment of bills	Action
Director's Report	
Legislative Update	Report
Shelving	Report
Staff In-Service	Report
MMRMA Insurance Refund	Report
Newsletter	Report
Committee Reports	
Personnel Committee	Report
Policy Committee	Report
Room use policy	Report
Building & Site Committee	Report
Outdoor Seating	Report
Electrical Provider	Report
Budget & Finance Committee	Report
Other Business	
Citizen's Comments	
Adjournment	Action

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES

100 S. Bailey Street, Cheboygan, MI 49721

231-627-2381

Held in the Cheboygan Area Public Library

Meeting Minutes: Thursday, April 10, 2008

Board President Dawn Barr called the meeting to order at 8:03 a.m. Board members present: Dick Wheelock, Agnes Blaskowski, Ruth Gainor, Dawn Barr, Mary Kronberg, Danny Faircloth. Also present Library Director Mark Bronson. Absent: Phyllis Beyer.

Agnes Blaskowski moved to approve the minutes from the Regular Board Meeting. Ruth Gainor supported the motion. The motion passed unanimously.

Financial Report:

Mary Kronberg read the Treasurer's Report, financial statements, and Prepaid Bills.

Agnes Blaskowski moved to accept the Treasurer's Report and approve the Prepaid Bills.

Ruth Gainor supported the motion. The motion passed unanimously.

Director's Report

Mark distributed thank you cards to the participants in the Java and Jazz program. The program has concluded for the year. It has been very successful and popular, average attendance was about 50 per night.

Mark reported on the final session of the Leadership Academy sponsored by the Michigan Library Association. He thanked the board for allowing him the opportunity to participate and felt that it has been both a professionally and individually fulfilling experience.

The library held its regularly scheduled staff meeting. Mark relayed information about some ongoing problems with the automated circulation system.

Mark introduced the new board member representing Inverness township, Danny Faircloth. He was sworn in by the township on April 1st and attended a board planning meeting on April 2nd. This was his first regular board meeting. Board President, Dawn Barr, appointed Danny to the Building and Site Committee.

Mark asked if the board would like him to solicit bids for security cameras for the building. They agreed that is something we should pursue.

Committee Reports:

Personnel Committee:

Mark presented a proposed budget for staff wages for the next fiscal year. Mary Kronberg made a motion to accept the budget as presented. Agnes Blaskowski supported the motion. The motion passed unanimously. With this part of the budget approved Mark can finalize work on the library budget for FY 2008/09 in preparation for annual budget hearing.

Policy Committee:

Did not meet. The committee is currently continuing work on the Room Use Policy and Procedure.

Building & Site Committee:

Mark asked if he could contact Matt Barber to do a couple of small concrete jobs for the library.

Sprays Landscaping has been contacted to look at the staff parking lot and offer suggestions on sprucing up that area..

Budget & Finance Committee:

Mark has requested a meeting with a representative from National City Bank to review the current accounts held there.

Mark updated the board on the Debt Reduction account held at Citizens National Bank of Cheboygan.

Other Business:

Mark reported that the Northland Library Cooperative has named a committee to distribute the fund balance from Coop accounts. With the sale of the building and the shrinking overhead of the overhead has left a substantial amount to return to members.

The MLA lobbyist has been working on protecting library funding.

Citizen's Comments: There were no citizens present.

Adjournment: At 9:07 am, Dick Wheelock made a motion to adjourn. Ruth Gainor supported the motion. The motion passed unanimously and the meeting adjourned.

Respectfully submitted,

Mark Bronson