

**Maud Preston Palenske Memorial Library
Meeting of the Board of Trustees
March 28, 2017**

Vice President, Liz Darato, called the meeting to order at 6:02 pm. Other board members present were Ren Baldwin, William (Rick) Ast Mimi Elwell, Liz Darato, William Engeln, James Kodis, Stephanie Mack, Patrice Rose and Stephanie Masin.

Also Present: Administrative Assistant Marsha Ammeson, Assistant Director Paula Stakley and Friends of the Library Jen Antonsin

Absent: Diana Flora

Announcements: None

Public Comment: None

Friends of the Library: Ginny Antonsin reported the Friends of the Library will be providing help with the Summer Reading Program - Solar Eclipse and the Teen Kick Off Party. Tons of book donations have been coming in for the the Book Sale scheduled for April 27-29, 2017.

Minutes: It was moved by Mimi Elwell, seconded by Rick Ast the minutes of February 28, 2017 board meeting with corrections to the spelling of names and a correction to reciprocal borrowing by Benton Township. Motion carried.

Treasurer's Report: Board members reviewed the bills for February 2017. It was moved by Engeln seconded by Mack to approve the bills of February 2017. Motion carried.

Financial Report:

Baldwin, Engeln and Mason had a prior meeting with John Hodgson and Sara McCallum and discussed St. Jo Township contribution and millage procedures, budget and endowment fund.

Relative to the Endowment Fund, Engeln noted we are still waiting for the city to determine the amount of dollars that can be taken out of the fund for use. Relative to the township millage rate, the township forwards a portion and holds the rest in reserve to offset decreases in property values.

Masin, Mack and Engeln attended a meeting for Trustees at Benton Harbor Public Library. The recommended amount for a library fund balance/rainy day fund is 10%. He noted that ours is over that amount. However, the projected budget for next year has a deficit. Taxes make up 60% of the budget and 40% has to come from other revenue sources. Strategies for increasing penal fines were discussed.

Statistical Report:

Masin reported patron use of Overdrive is greater than any other library in the Coop. Mango Language is also heavily used. The Carnivale event was a huge hit with over 225 attendees.

The Library will be hosting Financial Planning programs in April, including one aimed at children titled Money Bunny.

Director's Report: Masin reported that 56% of the sponsorships for Summer Reading has already been received.

She also noted that there are 6 class 4 libraries in our area. St. Joseph Public Library millage rate is .68. The closest millage rate is Lincoln Township Library at ???

Installation for alley doors has been rescheduled to April 11, 2017. The new phone system installation is scheduled for May 1, 2017.

Presidents Report

Liz Darato reported that Mimi Ellwell was recently appointed chairperson of the Honor Credit Union Board.

Old Business:

Elwell made a motion to reschedule the April board meeting to Monday April 24 at 6pm so that Board members can attend the City Planning Workshop scheduled for April 25, 2017. Second by Kodis. Motion Passed.

New Business:

The library has some items that are quite old and unique. Ren will contact an auction house to get an estimate of the value of the items on the list.

A letter was received from Benton Harbor Public Library relative to reconsideration of the arrangement for reciprocal borrowing for residents of Benton Township.

Motion made by Kodis, second by Ast that the request be denied unless the terms of the agreement are met. Motion passed. Ren will draft a response on behalf of the Board.

Board Comments:None

Stephanie Mack