

Maud Preston Palenske Memorial Library
Meeting of the Board of Trustees
October 25, 2016

President, Ren Baldwin called the meeting to order at 5:59. Board members present were William Engeln, Mimi Elwell, Liz Darato, Diana Flora, Stephanie Mack, William Ast, Jim Kodis, Robyn Neumann and director Stephanie Masin.

Also Present: Assistant Director Paula Stakley, Administrative Assistant Marsha Ammeson, Technology Assistant Curtis Osmund, Friends of the Library Clem Brueck, Animal Aid Representatives, Beth Wild and Rebecca Cooper, Abonmarche project manager Amy Cook.

Absent: none

Announcements: Baldwin requested that Abonmarche presentation be moved up in the agenda. (See old business)

Public Comment: Animal Aid requested that the library consider hosting Animal Aid of Southwestern Michigan's Annual Christmas Open House. The event is scheduled for Saturday, December 3rd from 12 to 4 pm. The event would be adjunct to the annual Rein dog Parade. Masin and library staff support hosting the event. Motion was made by Elwell to host the event. Seconded by Flora. Motion carried.

Friends of the Library: Clem Brueck reported that a Friend member, Dot Allen has stepped up to serve as president for a 1 year term. Also reported that good book donations have been coming in, annual book sale is scheduled for April 2017.

Minutes: It was moved by Kodis, seconded by Ast to approve the minutes of the September 27, 2016 board meeting. Motion carried.

Treasurer's Report: Board members reviewed August and September 2016 bills. It was moved by Ast, seconded by Darato to approve paying bills for August and September 2016.

Financial Report: Engeln noted that additional time was needed for reviewing financial statements with Masin, further discussion to follow at the November 2016 board meeting. Good news as expenditure chart shows the library to be ahead of the game. A couple of items for Masin to check into are costs for Herald Palladium and the Otis Elevator contract.

Statistical Report: remaining steady, Mango statistics are up.

Director's Report: The Annual Volunteer Breakfast meeting was held, the library staff expressed their sincere gratitude for the continued help volunteers provide on an ongoing basis. New copiers are installed, older copier going to auction. Masin is checking into a plan for recycling tvs. Budget issues related to Red Arrow Shared Catalog were clarified by Masin. Statistics remained steady, Overdrive patrons downloaded more than other area libraries. The Mango language data base has shown increased interest by individuals desiring to learn new languages this past month.

Old Business: Abonmarche presentation by Amy Cook, project manager reviewed the library facility assessment with the board. A well-organized report analyzing the library building, specifically providing charts defining the condition of each room in the building. Board members were given copies of the facility assessment for review for the November meeting when Amy Cook will be returning to answer questions and further discuss details of the assessment. The Red Arrow shared catalog hosting discussion was brought back to the table. Masin emphasized that the shared catalog host is not a money saving notion, rather a means for sharing books and materials with other libraries for the benefit of patrons. Following the discussion Elwell amended her previous motion proposal for a 3 year commitment to a 5 year, Darato seconded. Motion carried. Alley door replacement and reconfiguration was brought up for discussion, Baldwin suggested to hold off on replacement until other bids are secured.

New Business: Masin shared that a library employee is being let go. The library is following all protocols in dealing with this sensitive situation.

Board Comments: Darato shared a concern regarding keeping board discussions private and discretionary when communicating with the public.

Adjournment: Move to adjourn meeting by Flora, seconded by Darato at 8:15. Motion carried.

Respectfully submitted,

Robyn Neumann

A handwritten signature in cursive script that reads "Robyn Neumann". The signature is written in black ink and is positioned to the right of the printed name.

Next meeting date: 11/22/2016