

LIBRARY BOARD MEETING  
December 20, 2016

The meeting was called to order at 7:10 p.m.

Members present: Kristy Bower, Joan Rusch, Sam Marohn, Kathy Rollins and Cathy Forst.

Absent: Ruth Gruber

Guest: Mary Bell

**Secretary's Report:**

The minutes for the November meeting were distributed at the meeting and accepted as written.

**Treasurer's Report:**

The bills for December total \$13,432.77. Joan moved to pay the bills for December and Sam seconded. Motion passed.

We have \$95,741.73 in our regular accounts and \$178,407.27 in our reserve account for a total of \$274,149.00 at the end of November. We should have 45,000.00 or so left at the end of the year.

**Library Director's Report:**

Circulation for December—8,876

New Patrons—41

Website Visits—3,979

Collection total—73,238

Door count—3,484

- a. Calendars were distributed and reviewed.
- b. The Library has an active Facebook page.
- c. Santa's visit was well attended.
- d. Friends donated another \$2,555.39 for media.
- e. In January the Township will begin to use Dominion Systems for payroll, so the library staff will have to be trained on its use.

**Old Business:**

The 2017 final budget figures were distributed and reviewed. (see attached) Joan moved to accept the 2017 final budget figures. Kristy seconded. Motion passed.

The list of salaries for 2017 was reviewed. Sam moved to approve the salaries (see attached) and Joan seconded. Motion passed.

**New Business:**

There are still a couple of budget amendments for 2016. (see attached) Kathy moved to make the amendments and Joan seconded the changes. Motion passed.

Holidays for 2017. The library staff feels that taking December 25 & 26 (Monday and Tuesday) will work out better for patrons rather than taking the Friday and Monday. Kristy moved to close the 25<sup>th</sup> and 26<sup>th</sup>. Sam seconded. Motion carried.

Mary Bell a township resident has expressed an interest in being on the Library Board. She is very active with the Friends of the Library. Kristy Bower moved to appoint Mary Bell to fill the open position on the Board. Sam Marohn seconded. Motion passed unanimously. Welcome Mary! Mary will see the Township Clerk Laura Moreau to be sworn in before the next meeting.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Kathleen Rollins,  
Secretary

KR/cpf