

## LIBRARY BOARD MEETING April 16, 2019

The meeting was called to order at 7:00 p.m.

Members present: Kristy Bower, Sam Marohn, Kathy Rollins, Mary Bell, Ruth Gruber and Cathy Forst.

### **Secretary's Report:**

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

### **Treasurer's Report:**

The bills for April total \$22,475.83. This includes \$6,900.00 for shared system charges and \$1,223.00 for internet connectivity. Sam moved to pay the bills. Mary seconded. Motion passed.

Currently we have \$491,181.03 in our regular account and \$185,491.12 in our reserve account for a total of \$676,672.15 at the end of March.

The auditors were here and their only comment was that they recommended every copy of an invoice be signed not just the top copy.

### **Library Director's Report:**

Circulation for March—9,859  
Interloans—1,424  
Door Count—3,687  
Added Items—402  
Collection total—76.185

- a. Calendars were distributed and reviewed
- b. The kite workshop was a big success
- c. The Literary Tea Party is May 4<sup>th</sup>

- d. Friends purchased new table and chairs for teen area, two new computers for the public, 1 laptop, \$1,000 towards downloadable books and a software package for “Escape Room” programs.
- e. This year’s Summer Reading theme is ”A Universe of Stories” . The Blast Off is June 15<sup>th</sup>.
- f. We will have a special booth at the Oakland County Fair on Friday July 12<sup>th</sup>.
- g. We will open later on Saturday May 11<sup>th</sup> (12:00 instead of 10:00) so we can hold a staff meeting .

**Old Business:**

None

**New Business:**

Change to Handbook Addendum—If employees work more than 25 hours per week they are entitled to paid sick time. In order to keep our sick/leave time (Paid Time Off) policy in line with the new state guidelines we need to re-word our policy:

Delete “weeks” at end of first sentence and add “in” before accordance with Michigan’s Paid Leave Act (Act 338) of 2018. Note changes

Ruth moved to accept the new wording. Mary seconded. The motion passed.

Laura Moreau has asked if we could have a joint meeting next month May 21<sup>st</sup> before our regular May meeting. The board agreed except Kathy Rollins said she would be out of town. Cathy will notify Laura of our decision. We will meet at 6:00 p.m. in the large meeting room.

The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Kathleen Rollins,  
Secretary

KFR/cpf