

Marshall District Library
Board of Directors
Regular Meeting
June 28, 2016

The regular meeting of the Board was called to order by Vice President Helen Lindsey. She also led the group in the Pledge of Allegiance.

Members present: Ben Lark, Helen Lindsey, Shelley Preston, Theresa Chaney-Huggett, Dawn Zaki and Martha Frohm.

Members absent: George Guerin.

Others present: Angela Semifero and Nate Palmer.

Dawn Zaki made a motion to approve the Agenda; supported by Shelley Preston. Motion carried.

Theresa Chaney-Huggett made a motion to approve the minutes of the May 10, 2016 meeting; supported by Dawn Zaki. Motion carried.

The Financial Committee met at 6:30pm to go over the financial report. Ben Lark made a motion on behalf of the committee to pay bills in the amount of \$68,733.45; supported by Dawn Zaki. All present voted yes. Ben Lark also made a motion to pay bills in the amount of \$88,965.00 pointing out that certain items will transfer to the next fiscal year but need to be paid. The motion was supported by Dawn Zaki. All present voted yes.

Directors report: Angela Semifero explained the points of her written report.

Committee reports:

Building and Site met June 14th to discuss phase two of the Library renovation. Tile samples were presented. These will be used in the lobby and main desk area.

Finance met today at 6:30pm today and will meet again at 6:30 on August 9th. Ben Lark met with Dorene(staff book keeper) to discuss ways to make bill listings easier to read. She will look into simplifying possibly using graphs or charts.

Personnel met June 14th. Discussion included pay and job discriptions since minimum wage is going up in 2017 and again in 2018. Personnel and Health insurance plans were also discussed.

Policy met June 14th. Discussion included meeting room rentals, fees for copies. A list of local printing fees was passed out.

There was no unfinished business.

New business:

Operating budget: Angela Semifero explained the points of the budget document. Dawn Zaki made a motion to approve the budget as presented; supported by Ben Lark. All present voted yes.

The Hughes Fund budget was explained by Angela. Theresa Chaney-Huggett made a motion to approve; supported by Ben Lark. All present voted yes.

Collection Development Policy: Angela explained the additions. Shelley Preston made a motion to accept; supported by Dawn Zaki. All present voted yes.

Meeting Room Policy: Angela explained the additions. Martha Frohm made a motion to accept; Shelley Preston supported. Motion approved.

Circulation: Shelley Preston made a motion to charge ten cents per black and white copy and twenty five cents per color copy. Supported by Dawn Zaki. The motion carried.

Personnel: Angela explained the deletions and additions. Dawn Zaki made a motion to accept with support from Shelly Preston. Motion carried.

The 80/20 health insurance plan: Motion to accept made by Theresa Chaney-Huggett; supported by Dawn Zaki. Motion carried.

Pay Ranges: A motion was made by Dawn Zaki and supported by Martha Frohm to accept the ranges. All present voted yes.

Medical Insurance Plan: Theresa Chaney-Huggett made a motion to accept Blue Cross-Blue Shield Plan now with an option to change in May. Support was offered by Shelley Preston. Approved.

Millage Rates: A motion was made by Ben Lark; supported by Theresa Chaney-Huggett. Approved.

Flooring Bids: Dawn Zaki made a motion to accept the bid from Library Design; supported by Theresa Chaney-Huggett. Approved.

Board Goals: Ben Lark made a motion to keep the goals the same as previous goals; supported by Dawn Zaki. Approved.

The regular meeting adjourned at 8:25pm.

At 8:25pm the Public Hearing and Adoption of the 2016-2017 Operating Budget was opened. There was no discussion. Theresa Chaney-Huggett made a motion to accept the budget as presented; supported by Martha Frohm. All present voted yes. The hearing was adjourned at 8:28 pm.

At 8:28pm The Hughes Fund Budget Public Hearing was opened. There was no discussion. Dawn Zaki made a motion to approve; supported by Theresa Chaney-Huggett. All present voted yes. The hearing was adjourned at 8:29pm.

The regular Board meeting reconvened at 8:29pm.

Comments from the Board:

Ben Lark commented favorably on Shelley Preston's book lending project.

Martha Frohm said the Eckford book station has been used frequently.

Shelley Preston expressed her gratitude for the cooperation of the individuals involved.

Adjournment at 8:34pm.

Respectfully Submitted,
Martha Frohm

Next Meeting August 9, 2016