

Marshall District Library  
Board of Directors  
Regular Meeting  
December 10, 2019

The regular meeting of the Marshall District Library Board was called to order by President Martha Frohm at 7:08 pm.

Roll call was read by Secretary Mary Fountain.

Members present: Kara Boughton, Mary Fountain, Martha Frohm, George Guerin, Ken Koberstein, M.J. Harting-Minkwic, and Shelley Preston

Others present: Angela Semifero, Nate Palmer, Doreen Boyer, Lauren Wenneman

President Frohm led the group in the Pledge of Allegiance.

Approval of Agenda: M.J. Harting-Minkwic made a motion to approve the agenda of the December 10th meeting, supported by Shelley Preston. Motion carried.

Approval of Minutes: George Guerin made a motion to approve the minutes of the November 12th meeting, supported by M.J. Harting-Minkwic. M.J. Harting-Minkwic made a correction to the minutes as they should have read "Luke, an 11-year-old participant" not "participate." Motion carried.

Financial Report: Treasurer Ken Koberstein previously reviewed the bills.

Bills: Ken Koberstein made a motion on behalf of the Finance Committee to approve the November bills in the amount of \$66,336.97. All present voted yes.

Marshall District Library Audit:

The auditor, Lauren, said everything looked good and that our library gets the highest report available. No questions or comments.

Library Directors report:

- Director Semifero explained the points of her written report.
- The MDL Cleaner of 10 years, Deb Galloway, has put in her notice of retirement on January 4, 2020. The position has been posted and interviewing of candidates will take place shortly.
- The adult craft programs have been very popular and usually have waiting lists.
- Staff presentations:
  - o Doreen Boyer, Bookkeeper, introduced herself to the board. She has been employed at the library for 4 years. She has a Bachelor's degree in Business and 30 years of accounting experience. She does payroll, reports, pays bills, and does cataloging.

Committee Reports:

- Building and Site - did not meet.
- Finance – met this evening and will meet January 14th at 6:30 pm before the regular board meeting.
- Personnel – did not meet.

- Policy- did not meet.

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#### Unfinished Business

- None.

#### New Business

- Integrated Library System: The ILS committee has narrowed down system to two selections, Evolve and Insignia. Their request to the library board would be an approval of negotiation a contract with either of these companies for approximately \$15,000 for the cost of the implementation and first year of service. Our current contract is in effect until June 30, 2020. George Guerin made a motion to grant permission to the director to negotiate a contract for approximately \$15,000 to whichever company that meets criteria. M.J. Harting-Minkwic supported the motion.

Discussion: Shelley Preston asked about whether the change in system will mean an increase in work for library staff. Nate responded that it will not. M.J. wondered why such a difference in cost between these systems and our current system. The reason for the price difference is what the systems offer. MDL does not need more than what is provided by these mid-tier systems.

- Comments from the Board:
  - o George wished everyone a Happy Holidays!

#### Comments from the Public

- None.

Meeting adjourned at 7:40 pm. The next meeting will be on January 14, 2020.

Respectfully submitted,  
Mary Fountain, Secretary