

Three Rivers Public Library Board Meeting Minutes
Monday, July 29, 2019
6:30 PM

- I. Call to Order: Julie Keefer called to order the regular meeting of the Three Rivers Public Library at 6:37 PM.
- II. Roll Call: The following persons were present: Julie Keefer, Mike Fleckenstein, Lydia Sherwood, Rachel Raakman, Sara Van Oss, Cindy Fenwick. Absent: Linda Munro, Charlene Zavala
- III. Public Comments: Anna Smith showed the board some pictures of what the old bank building used to look like, and pictures of the Three Rivers Hotel which used to be in that location. Anna also read a portion of a June 1st, 1969 newspaper article regarding furniture being removed from the hotel to make room for the new bank. History keeps repeating itself. She thanked the board for making a great place for children to be raised.
- IV. Approval of Agenda: edited to remove board training. Mike made motion to approve agenda, seconded by Julie. 4-0
- V. Approval of Minutes: June 17, 2019 and July 10, 2019 minutes. Lydia made motion to approve both sets of minutes, seconded by Mike. 4-0
- VI. Business
 - A. Approval of Change Orders for the Building Project: A two-fold change order which was discussed at last month's meeting: Additional \$4300 for elevator, and additional \$32,000 for removal of vinyl wallpaper for a total of \$36,300. Mike made a motion to approve both change orders, seconded by Julie. 4-0
 - B. Lynn would like permission to close the library until noon on August 20th for staff training. Mike made a motion to close at noon on August 20th, seconded by Lydia. 4-0
 - C. Discussion concerning possible new windows for 88 N. Main for \$62,700. Lynn will ask Arkos and Brussee/Brady to prepare a change order for a base bid for new windows with an option for tempered glass.
- VII. Finances
 - A. Revenue and Expenditure Report (June 2019)
 - B. Balance Sheet (June 2019)
 - C. Invoice List (6/1-14/2019, 6/15-6/29/2019, and 6/30-7/15/2019)

Mike made a motion to approve financial statements as listed, seconded by Lydia. 4-0
- VIII. Reports and Updates
 - A. Director's Report: An upgrade that occurred this past weekend to the library systems caused problems in many areas. Lynn will post a message on the website and Facebook page explaining.

- B. Teen Librarian/Assistant Director Report
 - C. Children's Librarian Report
 - D. Fundraising Committee Report: Lydia wrote a possible press release about the fundraising committee which can be posted in the newspaper, Facebook, etc. They set a regular meeting schedule which will be every other Thursday until September. They are working on nailing down specific numbers, a list of items that are needed, identify what the shortfall is, and if the current phases of construction are working financially. Eventually they plan to go to groups in the community, township boards, local businesses, community leaders, and get the word out.
 - E. Statistics: Lynn pointed out that over the course of the fiscal year patrons used more than \$2,000,000 worth of materials.
- IX. Board Comments: Julie asked about the open meetings webinar which needs to be seen by board members. Lynn hopes to include this in the August meeting.
- Next Fundraising Committee Meeting: Thursday, August 1, 2019 at 6:00 PM
Next Regular Meeting: Tuesday, August 27, 2019 at 6:00 PM
- X. Mike made motion to adjourn at 7:33 PM.