

Three Rivers Public Library Board Meeting Minutes
920 West Michigan Ave. Three Rivers, MI
Tuesday, September 23, 2019
6:00 PM

- I. Call to Order: Julie Keefer called to order the regular meeting of the Three Rivers Public Library at 6:00 PM.
- II. Roll Call: The following persons were present: Julie Keefer, Mike Fleckenstein, Lydia Sherwood, Rachel Raakman, Sara Van Oss, Cindy Fenwick, Linda Munro, Charlene Zavala. Absent: None
- III. Public Comments: Anna Smith: 1. The appointment of Bobbi Schoon as interim director, she 100% approves. She can't think of a better person for the job. 2. The city manager does not have control over the library board or DDA, and these two areas have seen high turnover of their directors, hiring people from outside of our area. 3. Anna suggests hiring Bobbi as director and help her with costs of continuing her education to meet requirements of the job.
- IV. Approval of Agenda: Motion by Lydia, support by Rachel, 5-0
- V. Approval of Minutes: August 27, 2019 regular board meeting and August 29, 2019 Special Board Meeting. Lydia made a motion to approve both sets, seconded by Julie. 5-0
- VI. Business
 - A. Approval of Change Orders for the Building Project
 1. Asbestos Abatement for Windows
Lydia moved to fund the \$8,476 for abatement of asbestos in windows plus the additional air sampling costs, as long as it does not exceed the library director's discretionary spending (\$1500). Support by Linda, 5-0.
 2. Asbestos Abatement for Door (Employee Entrance)
 3. Asbestos Abatement for Door (Basement)

Lydia made motion to approve the funding of asbestos abatement for both doors and additional air testing, supported Linda 5-0
 - B. Borrowing Policies concerning movies and video games: Bobbi cleared up the issue, showing that the library already has a policy in place.
 - C. Staff Training: Requesting permission to close for a half day for staff training. Bobbi recommends that we close for the morning of October 9th and open at noon. Linda made a motion to approve this half day closure, seconded by Mike. 5-0
 - D. Kent Records Microfilming: Discussion by Bobbi and Cathy Lawson explaining a situation where the entire collection was sent to the vendor and the maximum expenditure was not communicated. Mike made a motion to approve the

necessary \$16,590.02 and up to an additional \$500 to have the data duplicated.
5-0

VII. Finances

- A. Revenue and Expenditure Report (August, 2019)
- B. Balance Sheet (August, 2019)
- C. Invoice List (8/14/2019-9/13/2019)

Lydia made a motion to approve the finances as listed, seconded by Julie. 5-0

VIII. Reports and Updates

- A. Interim Director's Report
- B. Children's Librarian Report
- C. Fundraising Committee Update

- IX. Board Comments: Julie commends Bobbi for jumping right in to her new position and offers whatever support she needs. Mike agrees, we thank Cathy and Bobbi for all their extra efforts.

Announcements: Next Fundraising Committee Meeting: Wednesday, Oct. 2, 2019 6 PM
Next Regular Meeting: Tuesday, Oct. 22, 2019 6 PM
Next Board Training: The local government webinar, Freedom of Information Act, will be hosted at the library Oct. 22 at 5 PM.

- X. Adjournment: Julie made motion to adjourn at 7:23 PM.