

THREE RIVERS PUBLIC LIBRARY
920 W. MICHIGAN AVE.
THREE RIVERS, MI 49093
28 April 2015
MINUTES

1. The meeting was called to order by Vice President Mary Ann Blood at 6:05.
2. Members present were: Mary Ann Blood, Joye Briggs, Cindy Fenwick, Joe Nowicki, and, Director Melissa McPherson, and Annette Ashby. Absent were: Sarah Embil, Myrtle Butler, and Ronda Nystrom.
3. There were no visitors.
4. There was no public comment.
5. The agenda was approved with the addition of an item under New Business. (Briggs/Ashby)
6. The minutes were approved as presented. (Briggs/Blood)
7. Review of circulation statistics: postponed until May meeting.
8. Financial statements and bill listing \$13,796.52. Accepted by Board (Ashby, Blood)
9. Old Business:
 - a. Budget discussion: Budget reviewed; there were questions and discussion; Budget was approved at presented. (Briggs/Ashby)
 - b. Landscaping: Director has sought and received from Romence, Mayer Builders, Seven Blades, and Baldguys Property Maintenance. Discussion followed which resulted in Director being asked to renew investigation of irrigation. If we pursue grass (sod) in the front of the building, the practical means to maintain needs to be investigated.
Further, we need to investigate the possibility of using part of the fund balance to finance the project. A vote on this will be postponed until we have an answer to this question.
Also discussed was phase 2-grass this year with a plan to implement plantings later.
Motion was made to approve the proposal made by SevenBlades Lawncare to demo and sod at a cost of \$3050.00 (Blood, Briggs).
 - c. Signage: Mike Curtis can clean the outside of the building and paint the letters for \$650.00/
Painting Unlimited can do the same for \$900.
Motion was made to accept the bid from Mike Curtis at a cost of \$650. (Ashby/Blood)
Director will call to inquire if this can be done by Water Festival. (17 June)
 - d. Exterior and Frontage: No report.
 - e. Library policies are nearing completion.
 - f. Discussion of e-rate consultant was tabled.

g. Library Architect re White House. No report.

10. New Business:

- a. Smoking policy: discussed and approved. (Blood, Ashby)
- b. Food Policy: tabled until May.
- c. Board approval items:
 1. The Board approved the purchase of Microsoft Licensing from CDW-G at a cost of \$1,578.30 taken from line item (271-790-801.00 Professional fees) (Briggs/Blood).
 2. 2014-2015-current budget-line item change:
From 790.728 Postage to 790.936 Contractual Services.
From 790.740 General Plant \$700.00 to 790.936 Contractual services.
(Blood/Ashby)

11. Director's Report:

Director reported on her activities during the month of April and on Library Programs.

12. Motion was made to adjourn the meeting (Ashby/Blood) at 7:55.

Motion made to reopen the meeting at 8:00 to discuss library contracts.

(Briggs/Blood)

Director discussed the status of the contract with Fabius Township and the necessity of bringing Lockport and Park in line.

Motion to close the meeting (Briggs/Blood) 8:05.

Prepared by Annette Ashby, Secretary/Treasurer