

THREE RIVERS PUBLIC LIBRARY
920 W. MICHIGAN AVE.
THREE RIVERS, MI 49093
26 May 2015
MINUTES

1. The meeting was called to order by President Sarah Embil at 6:05.
2. Members present were: Joye Briggs, Cindy Fenwick, Joe Nowicki, Sarah Embil, Myrtle Butler, and Ronda Nystrom, and Annette Ashby. Absent was Mary Ann Blood.
3. There were no visitors.
4. There was no public comment.
5. The agenda was amended by revisiting the budget items from 28 April 2015 due to lack of quorum:
April Minutes Old Business item a- 2015/2016 Budget approved, *item b-* Landscaping to be done by SevenBlades approved, *item c-* Mike Curtis to wash the building and paint lettering. Also *New Business items 1-* Smoking policy approved, *item 2-* the purchase of Microsoft Licensing approved.
6. The minutes were approved as presented. (Briggs/Nystrom))
7. Review of circulation statistics: Reviewed and discussed withdrawn items.
8. Financial statements and bill listing \$7,948.25. Accepted by board.
Discussed limits on the dollar amount each program can use without prior approval.
Transfer \$3000 from the book budget to be reallocated to our contractual service line to cover the cost of phase 1 of the landscaping project. (Briggs, Nystrom) M/C
Transfer \$2000 from books and ebooks to contractual services: (Includes \$900 plumbing estimate; \$200 Romance Nursery for landscaping drawings; \$150 for Solutions to network the copy machine.) (Briggs, Nystrom) M/C
9. Communications: Ronda Nystrom's resignation due to change in location. (Ashby, Embil) Accepted with regret. M/C
10. Old Business:
 - a. Landscaping: Director 2 out of 3 quotes have been received for irrigation. Scott Roderick has agreed to do the project for a total of \$770.
 - b. Signage: Mike Curtis has started spray washing the building. This is on hold due to lack of water on the outside. When outdoor plumbing is complete, he will continue the work.
Discuss as to responsibility for this painting of the letters project. Depends on the meaning of Maintenance in the lease agreement.
 - c. Director suggested that the \$10,000 discretionary funds be used to finance the landscaping project-at least Phase I. Motion made (Ashby, Embil) M/C

- d. Exterior and Frontage: No report.
- e. Library policies-minor changes have been made. Tabled. Send to board via email.
- f. Discussion of e-rate consultant was tabled.
- g. Library Architect re White House. No report.

11. New Business:

- a. Food Policy: included in board packet- approved

12. Director's Report:

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

Board Approved Donation collection for Paws with a Cause -June 15-3 and Food Drive Aug. 1-15. Motion (Butler, Nystrom) in lieu of paying library fines.

Book Sale- approve a temporary book sale to be set up (Briggs, Ashby)

Consensus reached on the \$1.00 credit bills for patrons. One per patron.

13. Motion to adjourn (Briggs, Nystrom) M/C Adjourned at 7:50.

Prepared by Annette Ashby, Secretary/Treasurer