

Three Rivers Public Library Board Meeting Minutes
October 11, 2017

- I. Call to Order
Julie Keefer called to order the regular meeting of the Three Rivers Public Library Board at 6:00 pm.
- II. Roll Call: The following persons were present: Julie Keefer, Myrtle Butler, Brenda Potts, Diane Clay, Cindy Fenwick, Mike Fleckenstein, Rachel Raakman. Joe Nowicki, absent. Teresa Gherna-Ankney is filling in for Joe.
- III. Public Comments: none
- IV. Approval of the Agenda: Rachel made motion to approve agenda, Mike seconded.
- V. Approval of Minutes from August meeting: Mike made motion, Myrtle seconded.
- VI. Communications: Library director Debra Greenacre has resigned, her last day is October 24. Julie thanked Debra for all the positive changes that have been made in the library during her time working here.
- VII. Finances
 - A. Revenue and Expenditure Report (August 2017)
 - B. Draft Balance Sheet (August 2017)
 - C. Invoice List (8/15/2017-9/12/2017). Diane made motion to accept finances as listed, Mike seconded.
- VIII. Director's Report
Youth/young adult librarian starts Tuesday the 17th. On Friday interviews will be held for new children's librarian.
- IX. Business
 - A. Copier: Debra Greenacre received three quotes and recommends purchasing new copier from Solutions for Southwest Michigan for \$4200. Myrtle makes motion to approve purchase of copier, seconded by Diane.
 - B. 2018 Holiday Closings: Julie made motion to approve proposed holiday schedule, seconded by Mike.
 - C. 2018 Board Meeting Dates: Rachel made motion to approve proposed board meeting schedule, seconded by Myrtle.
 - D. Board Officers: Myrtle made motion to temporarily appoint Julie as president and Mike as vice-president, to be revisited at our January meeting. Rachel seconded. Motion passes 5-0.
 - E. Future of the Library— update: Arkos Design will begin our library project today. Cathy Lawson and Joe Bippus will receive the updates from now on due to Debra's resignation. Cathy updated on progress— survey is being completed.
 - F. Director Search: Job posting has been listed. The city needs the board to appoint a hiring committee. Brenda, Mike, and Diane expressed interest in being on this committee. Wednesday, November 1 at 6:00 pm is proposed committee meeting to review

applications and interview questions. Cathy will ask a commissioner and possibly a patron to also be on the committee.

G. Patron Survey (informational)

H. Summer Reading Program Reports (informational)

X. Comments: Brenda read a letter from Caryn Wilson addressed to the library board. Debra read a letter from herself regarding board responsibilities and boundaries. Board members expressed appreciation to Debra for her work in the past year and wished her the best in future endeavors.

Next meeting: Tuesday, November 28, 2017 at 6:00 pm

XI. Adjournment: Myrtle made motion to adjourn, Diane seconded, at 7:28 pm.