

Three Rivers Public Library Board Meeting Minutes
Tuesday, October 23, 2018
6:00 PM

- I. Call to Order: Mike Fleckenstein called to order the regular meeting of the TRPL at 6:00 PM.
- II. Roll Call: The following persons were present: Mike Fleckenstein, Rachel Raakman, Linda Munro, Lydia Sherwood, Cindy Fenwick, Paul Bungart. Absent: Julie Keefer, John Kroggel.
- III. Public Comments: none
- IV. Approval of the Agenda: Linda made motion to approve, seconded by Rachel 4-0
- V. Approval of Minutes: September 25, 2018. Linda made motion, seconded by Lydia 4-0
- VI. Business
 - A. Communications from Patrick O'Malley concerning Township voting privileges: in our existing form of library, there is not a way to allow township board members to vote. Mike encourages the township members to speak to their boards to see if they would like to do anything further.
 - B. Approval of 2019 holiday library closure schedule: Linda makes motion to approve, seconded by Rachel. 4-0
 - C. Revision of TRPL Policy Manual re: hours/holiday closures: Lynn recommends changing the policy manual to state: "Holiday Closings are New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. The library will close at 2:00 PM on Thanksgiving Eve, Christmas Eve, and New Year's Eve. The library shall also close at 2:00 PM on Good Friday, OR be closed on Easter Sunday should the resumption of Sunday hours occur." Rachel makes motion to approve these changes, seconded by Lydia. 4-0
 - D. Approval of 2019 Library board meeting schedule: Lydia makes motion to approve schedule, seconded by Linda. 4-0
 - E. Approval of expense of \$2020.78 to purchase two new employee computer work stations: Linda moves to approve, Rachel seconded. 4-0
- VII. Finances
 - A. Revenue and Expenditure Report (September 2018)
 - B. Balance Sheet (September 2018)
 - C. Invoice List (9/15-9/28/2018 & 9/29-10/15/2018)
Linda makes motion to approve financial reports as listed, seconded by Lydia. 4-0
- VIII. Reports and Updates
 - A. Director's Report:
Building plans were not approved at the City Planning Commission meeting last night. A few details were missing from the architect plans. The other main concern was the

safety of library patrons crossing the street from the parking lot to the building. Lynn will meet with Joe Bippus, city manager to discuss what the city will do to make that crossing safer.

- B. Teen Librarian/Assistant Director's Report: Bobbi Schoon reported on the RFID project.
- C. Children's Librarian's Report
- D. Statistics

IX. Board Comments

Next Meeting: Tuesday, November 27, 2018, at 6:00 PM at new building downtown.

X. Adjournment:

Linda made motion to adjourn at 7:03 PM.