

**Chelsea District Library Board of Trustees
Minutes of Regular Meeting**

Tuesday, April 29, 2014 6:45 p.m.
Meeting Location: McKune Meeting Room

Trustees in Attendance: Susan Brown, Janis Miller, Elizabeth Sensoli, Gary Zenz, Jan Carr, Robin Wagner, Jerry Wilczynski, Director Bill Harmer.

Trustees Absent: None

Staff: T. Lancaster

Guests: M. Budzinski, John Budinger, Nancy Neff.

Welcome and Call to Order

S. Brown called the meeting to order at 6:45 p.m.

Agenda Review and Additions

1. Action Item #3 Director Salary & PTO approval

MOTION made by G. Zenz, SECONDED by E. Sensoli to approve the agenda as revised.

Discussion: None

All Ayes: 7-0

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by R. Wagner, SECONDED by J. Miller to approve the minutes of the March 18, 2014 Board Meeting. Discussion: Correction –In the minutes under the Director’s Report update it should “Maker’s” not “Marker’s” space.

All Ayes: 7-0

MOTION made by G. Zenz, SECONDED by J. Miller to accept the General Fund Operational checks for March 2014. Discussion: B. Harmer pointed out that the **Investment Change in Value** has recovered and is very favorable when compared to last year. Questions on two budget lines: 850 Telecommunications and 880 Promotion budget lines being different in the Profit/Loss comparison between 2013 & 2014. Explanation: (1) The amount reported is dependent upon the receipt of the E-rate check from TLN (2) Receipt of AT&T tax refund in FY 2013 and (3) Receipt of a refund from the USPS from the buildup of postage paid to mail the newsletter in 2014.

All Ayes: 7-0

Director’s Report Update:

B. Harmer distributed to the Board another award the Library has received from the “Michigan Travel Commission.” It is the “2014 Governor’s Award for Innovative Tourism Collaboration for Non-Traditional Partnerships.” This award acknowledges the Library’s collaborative work with the Chelsea Chamber of Commerce promoting the Big 400. We have received over 100 sponsors for the Newspaper Digitization Project. M. Bell with the help of volunteer, Gary Munce, installed 20 new public computers. B. Harmer pointed out some key audit figures that should be highlighted in our talks to the community. Work on the 2015 budget continues with the Management team meeting with the Finance committee on June 3. Bill advised the Board of help provided by staff to 55 patrons signing up for the Affordable Care Act. The Midwest Literary Walk was a success again this year, with numbers comparable to 2013. Participants

filled out a survey and 80-85% of the people stated that they patronized other business/restaurants in the downtown. S. Brown & R. Wagner commented on how much they enjoyed the program. Rick Taylor very kindly paid for half of the author's lunch. Zinio, the digital magazine collection is up and running. State legislators are launching an effort to erode Penal Fine funding for libraries. MLA will keep an eye on this.

Public Comment:

None

Action Item #1: Donations for February

MOTION made by E. Sensoli, SECONDED by R. Wagner to accept and allocate the general donations for March 2014 in the total amount of \$6,480.00. Discussion: None.

All Ayes: 7-0

Action Item #2: Library Millage

MOTION made by J. Wilczynski, SECONDED by R. Wagner for the board to approve the resolution for putting the library millage on the August ballot. Discussion: Might we get some objections to taxes we collect going to the DDA? Yes, this will be one of our talking/education points. Do we know what other items will be on the ballot? Yes, it is a primary election and Dexter Township Fire Authority will also have a millage ballot. Roll call vote: Robin Wagner – Aye, Janis Miller – Aye, Jan Carr – Aye, Elizabeth Sensoli - Aye, Jerry Wilczynski - Aye, Susan Brown - Aye, Gary Zenz– Aye.

All Ayes: 7-0

Action Item #3: Approval of Library Director's Annual Review

MOTION made by G. Zenz, SECONDED by E. Sensoli to approve Bill Harmer's annual salary with a 4% raise and 26 days of PTO for 2014. Discussion: None

All Ayes: 7-0

Discussion Item #1: 2013 Audit

Copies of the final 2013 audit were handed out to the board members for them to review for next month's audit presentation by the auditors and approval. The auditors were very complementary about working with the staff & book keeper Mary Budzinski.

Discussion Item #2 Board Resolution: Consideration of Mineral Mining in Lyndon Township

The board reviewed the resolution regarding the proposed mineral mining in Lyndon Township. Follow up questions: (1) Can the library display a sign on the lawn supporting the denial of the mine? B. Harmer will consult with our attorney to confirm there are no legal issues with us doing so. (2) Can we post the resolution in the library and on our in the website?

MOTION made by J. Carr, SECONDED by J. Miller to move the Board Resolution: Consideration of Mineral Mining in Lyndon Township to action. Discussion: None

All Ayes: 7-0

Action Item #4: Board Resolution: Consideration of Mineral Mining in Lyndon Township

MOTION made by G. Zenz, SECONDED by S. Brown to approve the Board Resolution: Consideration of Mineral Mining in Lyndon Township. Discussion: None

All Ayes: 7-0

Committee & Friends Reports

Friends of the Library – The Friends again this year will host “May the 4th be with you,” a national Star Wars day. The invitation list for the 2nd Barn Bash is being updated and Pete Feeney will be saying a few words at the Bash.

Policy Committee – No meeting is scheduled at this time.

Finance Committee – The committee met last week with the auditors to review the 2013 audit and approve the quarterly payroll reports. Their next meeting will be scheduled for June 3, 2014.

Personnel Committee –No Report

Fundraising Committee – No Report

Nominating Committee – No Report

Public and Board Comment:

E. Sensoli – the board retreat was great! She enjoyed the presentations by the staff.

Other Items:

None

Adjourn:

MOTION made by e. Sensoli, SECONDED by J. Miller to adjourn the meeting at 7:25 p.m.
All Ayes: 7-0

Gary F. Zenz

5/20/2014

Gary Zenz, Board Secretary

Date