

ALCONA COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING 10.25.2017
Lincoln Meeting Room

Pledge of Allegiance

Members Present: Bruske-yes, Foster -yes, Gruba-yes, Hynek-yes, Loyer-yes.

Also Present: Director Bearre and Commissioner Vichunas.

Approve Agenda: Motion made by Loyer/ Bruske to approve agenda. Motion carried

Approve Minutes: Motion made by Bruske/Gruba to approve minutes of September 2017. Motion Carried

Correspondence:

- Received grant for summer 2018 programming
- Billing from Texpex now shows discount taken off of bill.
- School Superintendent O'Connor suggested students could be dropped off at Library after school.

Director:

- Addendum 1 attached.

Financial Chair:

- Approve Cash Distribution Report for September 2017.
Payroll: \$ 27,329.96 Other Expenses: \$ 8,595.00 Total: \$ 35,925.95
- Motion made by Hynek/Loyer to approve Cash Distribution Report.
Roll Call: Bruske-yes, Foster-yes, Gruba-yes, Hynek- yes, Loyer-yes. Motion Carried.
- Motion made by Bruske/Gruba to approve Line Item changes in the 2017 budget. (Addendum 2 attached)
- Roll Call: Bruske-yes, Foster-yes, Hynek- yes, Gruba-yes, Loyer-yes. Motion Carried.

Personnel Chair:

- Personnel Committee has reviewed the new Alcona County Staff Handbook and Guidelines. The Committee presented elements from the County plan they would like added to the Library plan. The Board of Trustees felt these changes would improve the present plan.
- Secretary will get information on getting a credit card for use by Library personnel.

Technology Chair: Report not available.

Commissioner Liaison:

- A very informative active shooter exercise was held at the County Building.
- Commissioners continue to work on employee contracts.
- The new Alcona County Staff Handbook and Guidelines will be on the intranet for employees to review and sign.

Old Business:

New Business:

- Discussed letter from Alcona Schools concerning students being dropped off by busses after school. The board felt it was not something they can support at this time.
- No applications for the vacant seat on the Board of Trustees have been received.
- Director Bearre has received information about a new system that it may be possible to use under carpeting when the new lighting is installed. It could also be more cost effective.
- Friends of Alcona County Library will be having their book sale October 26, 27, and 28.
- The calendar for 2018 was presented for review. The Board will take action next month

Public Comment: (Please state your name. Limited to 5 minutes per person)

Adjourn: 3:02 p.m.

Next meeting is scheduled for Wednesday, November 15, 2017 at 2:00 p.m., Harrisville Meeting Room.

Respectfully Submitted, *Merry Lou Loyer*, Secretary

Addendum 1

Alcona County Library DIRECTOR'S REPORT TO LIBRARY BOARD

For

October 2017

Personnel: Lynn(back Oct 18) and I (back Oct 3)are back from our vacations.

Computers and Machines: there is static in Caledonia's telephone.

Programming: Get Crafty Oct 2 with 8 people attending
History of Mackinac Bridge Oct 9 with 42 people attending
Reeling with Laughter 6 Thursdays in a row, has finished and we have agreed to do the program next year.
Coming
Oct 19-2pm Alpena's Garment Factory
Oct 20-5:45 pm Classic Movie " the Third Man"

Grants: Pergola and Gazebo will be starting soon, we hope to get it in before "the snow flies"

Meetings: Oct 4, Friends of the Library
Oct 18-20—Michigan Library Association annual conference, Lansing
Oct 23—Imagination Library
Oct 23--IOWA

Projects: Harrisville Lighting should begin in November

Facilities & Maintenance:

Respectfully submitted,

Denise M Bearse

Addendum 2

From: Alcona County Library
Library Director: Denise M Bearre

To County Clerk

Date: 10/25/17

For 2017 Expenses

Please make the following Line Item changes.

1) **Amount** \$150.00

From:

Expense Line Item 271-790-747.000

Expense Line Item Account Title: Furniture

Old Amount \$775.00 New Amount \$625.00

To:

Expense Line Item 271-790-860.000

Amount \$150.00

Expense Line Item Account Title: Travel

Old Amount \$4800.00 New Amount \$4950.00

2 **Amount** \$800.00

From:

Expense Line Item 271-790-921.000

Expense Line Item Account Title Heat/Gas

Old Amount \$4500.00 New Amount \$3700.00

To:

Expense Line Item 271-790-860.000

Amount \$800.00

Expense Line Item Account Title: Travel

Old Amount \$4950.00 New Amount \$5750.00