

**ALCONA COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING, 5.25.2016
HARRISVILLE MEETING ROOM**

Meeting called to order by Vice-Chairperson Ronayne at 2:00 p.m.

Pledge of Allegiance:

Members Present: Foster-no, Hynek-yes, Loyer-yes, Ronayne-yes, St. John-no.

Also Present: Alcona County Library Director, Denise Bearre and Commissioner Liaison Phillips.

Approve Agenda: Motion made by Loyer / Ronayne to approve agenda with addition to New Business. Motion carried.

Chairman St. John Joined the meeting.

Approve Minutes of April 27, 2016: Motion made by Ronayne / Hynek to approve April 27, 2016 minutes. Motion Carried.

Correspondence:

- Chairperson St. John received a letter with information for needed days off from library staff.

Reports

Director:

- Ads for open positions have been posted in Alcona County Review.
- New Firewall appliance was installed April 30.
- New computers and printer were installed for Legal Self Help.
- Jessica St George of MSU extension will do four programs on nutrition.
- Summer Reading Program starts June 15. This year's theme is "get on your mark, get set, READ!"
- Reports from staff who attended the Rural Libraries Conference May 4-6 were presented.
- Joe and Stacy going to beginning workshop for library staff.
- New roof has been installed.
- Fill has been put in behind parking lot, but more will be needed.
- Garden Club asked about planting area to the west of the front entrance.
- Community Service workers helped move the Law Library to the library building.
- Concrete parking stoppers were put back in place by John H.
- Damage was discovered to the HVAC unit at the Lincoln Branch.
- Old book box from Curran Post Office was picked up.
- Will be putting new boxes for book borrowing in Barton City and Curran Post Offices.
- A list of old no longer needed books will be sent to John King for evaluation.

Financial Chair:

- Approve Cash Distribution Report for April, 2016:
Payroll: \$ 26,264.35 Other Expenses: \$ 27,527.54 Total: \$ 53,791.89
Amount included \$ 20,000.00 for new roof down payment.

Motion made by Ronayne / Hynek to approve Cash Distribution Report.

Roll Call: Foster-ab, Hynek-yes, Loyer-yes, Ronayne-yes, St John-yes, Motion Carried.

Personnel Chair:

- Director's contract is up for renewal.

Technology Chair:

- Network and VPN between branches continues to remain stable.
- Filtering is working smoothly.
- Problem with phone system resolved and will be more closely monitored.
- Joe attended workshop on a variety of technology topics and has now fulfilled requirements for a level 3 "limited professional" Michigan public library certification.

Commissioner Liaison:

- Passed out flyers for the Alcona County Fair to be held August 16-20.
- Reviewed activities at Harbor Town and the ARA.

Old Business: None

New Business:

- Personnel Committee will meet and bring back a recommendation for Director's Contract.
- Trustees were given copies of the Alcona County Library Policy manual to review for updates.

Public Comment: (Please state your name. Limited to 5 minutes per person) None

Adjourn: 3:00 p.m.

Next meeting is scheduled for June 22, 2016 at 2:00 p.m.
Mikado Branch Meeting Room

Respectfully Submitted,

Merry Lou Loyer,
Secretary