

**ALCONA COUNTY LIBRARY BOARD OF TRUSTEES
REGULAR MEETING 1.25.2017
HARRISVILLE MEETING ROOM**

Meeting called to order by Chairperson St. John at 2:00 p.m.

Pledge of Allegiance:

Members Present: Foster-yes, Hynek-yes, Loyer-yes, Ronayne-yes, St John-yes.

Also Present: Alcona County Library Director, Denise Bearre,

Approve Agenda: Motion made by Foster / Ronayne to approve agenda. Motion carried

Approve Minutes of December 14, 2017: Motion made by Ronayne / Hynek to approve minutes of December 14, 2016. Motion Carried.

Correspondence: Will St.John reported that the Thunder Bay International Film Festival held at the Library was very well attended and had many appreciative comments.

Reports

Director:

- Personnel: The Mikado Clerk position and the Circulation Clerk position have been filled.
- Computers and Machines: The Library's webpage and email server have been updated.
- Programing: Jordan Luebban's "Ancient Tools" was well attended.
January Book Club on *Artic Drift* had good attendance in spite of icy roads
February book is *1491*. These books are a part of the Rural Gateways Grant.
- Grants: Applied to CFNEM to purchase a Silhouette machine.
- Meetings: Attended two meetings concerning Dolly Parton Imagination Library.
Met with IOWA (Iosco County, Oscoda County, West Branch, and Alcona County).
Attended Meet Up and Eat a summer meal program.
- Projects: State Aid Report completed and handed in.
- Facilities & Maintenance: Some closures of facilities due to power outage and icy parking lots.
Unable to make January 12 deliveries due to icy roads.
Meeting with Wayne Gauthier to discuss pricing for LED lighting. He will also help with editing the RFP for electric changes in lighting and electric in the main floor area in Harrisville.

Financial Chair:

- Approve Cash Distribution Report for December 2016:
Payroll: \$39,615.37 Other Expenses: \$17,402.37 Total: \$ 57,242.69

Motion made by Loyer / Hynek to approve Cash Distribution Report for December 2016.

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

Motion made by Foster/Ronayne to approve line item changes in the 2016 budget. (Addendum)

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

Personnel Chair: Extended welcomes to the new employees.

Technology Chair:

- Everything working as expected.
- Discussed replacing lap top computers with desk tops in the future.

Commissioner Liaison: The library has not been notified of who the Liaison will be.

Old Business:

- Update on lighting project and new carpeting for Harrisville branch.

New Business:

- Election of Officers

Tom Ronayne was nominated by Hynek/Loyer for Chairperson.
Nomination approved and elected.

Ed Foster was nominated by Hynek/Ronayne for Vice Chairperson
Nomination approved and elected.

Merry Lou Loyer was nominated by Foster/Ronayne for Secretary.
Nomination was approved and elected.

- **Committee Appointments:**

Financial Chair: Ed Foster
Merry Lou Loyer
Personnel Chair: Susan Hynek
Barbara Bruske
Technology Chair: Barbara Bruske
Tom Ronayne
Friends of the Library: Susan Hynek

- Ed Foster led the Board in thanking out going member Will St. John For his hard work, energy, enthusiasm, and leadership while serving six years on the Alcona County Library Board of Trustees.

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

Adjourn:

Next meeting is scheduled for February 22, 2017
Harrisville Meeting Room

Respectfully Submitted,

Merry Lou Loyer,
Secretary

Addendum to January 26, 2017 Alcona County Library Board of Trustees Meeting.

From: Alcona County Library
Library Director: Denise M Bearre

To County Clerk

Date: 1/6/17

For 2016 Expenses

Please make the following Line Item changes.

1) **Amount** \$400.00

From:

Expense Line Item 271-790-801.001

Expense Line Item Account Title Legal Expenses

Old Amount \$400.00 New Amount \$0.00

To:

Expense Line Item 271-790-760.000 \$ 400.00

Expense Line Item Account Title: Travel

Old Amount \$ 6000.00 New Amount \$6400.00

From: Alcona County Library
Library Director: Denise M Bearre

To County Clerk

Date: 1/27/17

For 2016 Expenses

Please make the following Line Item changes.

1) **Amount** \$3400.00

From:

Expense Line Item 271-790-708.000

Expense Line Item Account Title Salary/Wage Tech Support

Old Amount \$50,459.00 New Amount \$47059.00

To:

Expense Line Item 271-790-710.006 \$ 3,400.00

Expense Line Item Account Title: Salary/Wage Circ Clerks

Old Amount \$ 47300.00 New Amount \$50,700.00

2) **Amount** \$350.00

From:

Expense Line Item 271-790-715.000

Expense Line Item Account Title: FICA E/S

Old Amount \$20,500.00 New Amount \$20,150.00

To:

Expense Line Item 271-790-715.000 \$ 350.00

Expense Line Item Account Title: Hospital Ins E/S

Old Amount \$ 49,500.00 New Amount \$49,850.00

3) **Amount** \$800.00

From:

Expense Line Item 271-790-710.008

Expense Line Item Account Title Salary/Wage Special Coll. Asst.

Old Amount \$ 11,832.00 New Amount \$11,032.00

To:

Expense Line Item 271-790-718.000 \$ 800.00

Expense Line Item Account Title: Retirement

Old Amount \$ 13,725.00 New Amount \$14525.00

4) Amount \$75.00

From:

Expense Line Item 271-790-921.000

Expense Line Item Account Title Heat/Gas

Old Amount \$ 4,100.00 New Amount \$4025.00

To:

Expense Line Item 271-790-710.006 \$ 75.00

Expense Line Item Account Title: Water

Old Amount \$ 850.00 New Amount \$925.00

5) Amount \$125.00

From:

Expense Line Item 271-790-956.000

Expense Line Item Account Title education

Old Amount \$ 800.00 New Amount \$675.00

To:

Expense Line Item 271-790-922.000 \$ 125.00

Expense Line Item Account Title: Water

Old Amount \$ 925.00 New Amount \$1050.00

6) Amount \$100.00

From:

Expense Line Item 271-790-747.000

Expense Line Item Account Title Furniture

Old Amount \$ 740.00 New Amount \$640.00

To:

Expense Line Item 271-790-860.000 \$ 100.00

Expense Line Item Account Title: Travel

Old Amount \$ 6,000.00 New Amount \$6,100.00

7) Amount \$145.00

From:

Expense Line Item 271-790-964.000

Expense Line Item Account Title Refunds and Rebates

Old Amount \$ 200.00 New Amount \$55.00

To:

Expense Line Item 271-790-912.000 \$ 145.00

Expense Line Item Account Title: Travel

Old Amount \$ 450.00 New Amount \$595.00