

Sturgis District Library
Board of Trustees Minutes
Tuesday, January 8, 2019

Call to Order/Roll Call: Betty Ross called the meeting to order at 5:15 P.M.

Present: Frank Kalasky, Jill Bobalik, Todd Reed, Gina Whitehead, Mary Beth Brenneman, Carol Wallman, Beth Bond, and Betty Ross. **Absent:** John Polzin.

Approval of Agenda: Approved by consensus with the addition of "Annual Review Preparation" to New Business.

Approval of Minutes: Approved by consensus with the changes of changing "millage" to "contingent budget", changing "remained" to "remainder" and correcting the Next Meeting date to "January 8, 2019".

Public Comment: Guest Kimberly Ross

Bills and Treasurer's Report: Accepted by consensus

Correspondence:

Director's Report:

- Door count for Nov. 2018: 4,455 Computer usage Nov. 2018: 828
- Todd and Michelle attended the December 6, and Michelle attended the Dec. 20, Exchange Club meetings.
- Michelle attended a Library's Performer Showcase where she booked two acts for the 2019 Summer Reading Program.
- Todd installed the 3-D wave acoustic panels at the computer stations.
- LED lighting and new blue sky and cloud images covers were installed in the children's room
- IT consultant, Nick Heimler, upgraded computers for some staff and programmed Wi-Fi accessibility for laptops and other mobile devices from which patrons can now print.
- A public volunteer has started a teen book club which drew 6 people to its first meeting.
- The catalogs processor's office has added a used printer for printing labels.
- New non-fiction shelving has been added.
- A new True Crime section has been added featuring many Michigan incidents.
- Todd will begin to work on the annual state report this month.

Old Business:

1. Carol will sign checks on Friday, January 18.
2. A **motion** by Mary Beth and supported by Carol to accept the Used Computer Equipment Purchase Agree form and the Policy for Sale of Used Technology as presented **passed** unanimously.
3. Todd will continue to explore the possibility of purchasing a used vehicle to purchase for a bookmobile.

New Business:

Jill moved, with support from Frank, to add "Must maintain an attitude of lifelong learning" and "Consistently display positive interpersonal skills/interactions" to all job descriptions at Sturgis District Library. This **passed** unanimously.

Adjourned: 6:00 PM

Next Meeting: Tuesday, February 5, 2019 at 5:15 P.M.

Respectfully submitted by: *Jill Bobalik*