

Three Oaks Township Public Library
January 8, 2019 Regular Board Meeting Minutes

Meeting called to order at 6:30 p.m. by President David Pollack. Present: Dustin Blaszczyk, Joan Brown, Brandi Cardwell, Debi Kearney, and Cheryl Kersey. Julie Sittig on FaceTime.

Motion by Debi to approve the Consent Agenda as presented, seconded by Joan, all ayes, none opposed, motion carried.

David noted regarding the Mission Statement of the Library Board: the board's first mission is to take care of the board.

Public Comment: None.

Election of Officers – Discussion followed. Motion by Joan to keep/reelect the same slate of officers for the next two years, retroactive to the December 2018 meeting. seconded by Debi. Discussion followed. Dustin suggested a European model by which each member serves an equal number of months as president. It was felt that this could be researched and considered at the next officer election. David said the board needs a board member to volunteer to take care of the board's calendar. Dustin suggested using the same slate and the President can do the calendar. All ayes, none opposed, motion carried.

Unfinished Business:

Grants – nothing to report.

Budget – Cheryl reported after 73% of the fiscal year payroll is at 70% and all budget line items are under the budgeted amount.

Cheryl expects that other than payroll, all line item amounts would likely remain the same.

The current Penal Fines Report including November and December 2018 is in board folders. The amount is up slightly.

Building Maintenance –

Schrader's Drain Cleaning had to come and flush out the main pipe in the basement again. Discussion followed.

David said he had spoken to someone about repairing/replacing the library's front doors. No decisions or suggestions were made. Discussion followed.

Fabric for chairs in Community Room – Joan showed the board a picture of a traditional mobile captain's chair for the front room. Discussion followed. Motion by Dustin to purchase 8 of these chairs for \$120 each, seconded by Brandi, all ayes, none opposed, motion carried. Joan volunteered to come in and see if the upholstery on the current chairs could be kept from further deterioration, and to re-stain the wood scratches.

Cheryl reported Olson Electric has been to the library to see what replacing electrical outlets will entail but has not started work.

Patio/Pergola/Parking Lot –

Fence between library and building to the north – No discussion.

Friends of the Library – The Friends of the Library met with The Pokagon Fund on December 13 to discuss putting Little Free Libraries in Three Oaks.

Library/Museum Relations – The museum is sponsoring an E.K. Warren Day on Wednesday, January 16, at noon. This is the 100th anniversary of his death. After the presentation of a wreath at the bust of EK on Elm Street, people will be directed to the library to see the short movie made by the museum about EK and Three Oaks. David Pollack agreed to speak at the presentation when asked if there were any volunteers.

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Other – David said he has investigated wi-fi for downtown Three Oaks and this is a complicated and political problem. The library will not be leading the search for a solution; this will probably be done by The Pokagon Fund.

Director's Report – report attached. Discussion followed. The Three Oaks Library's 160th anniversary is April 4. David suggested have a Birthday Party for the Library in April.

New Business:

Library Closing Calendar – Discussion followed. Motion by Julie to close the library only when the county closes. Motion failed for lack of a second. The policy will continue as it is written.

Moving Meeting Day – Dustin asked if the board meetings for February, March and April could be moved because he has a conflict with his class schedule. Motion by Joan to move the meetings from the second Tuesday each month to the Thursday following those dates. Discussion followed. It was decided the February meeting will be held on Monday, February 11, and the March meeting will be Monday, March 11. The date for the April meeting will be decided at the February or March meeting.

Director Evaluation – Cheryl asked for this to be done in a Closed Meeting. Roll call vote: Dustin – yes, Joan – yes, Julie – yes, Debi – yes, Brandi – yes, and David – yes.

Closed Session

Return from Closed Session -

Other – Dustin said he thought the board should approve the raises Cheryl gave to the other employees. Joan said that this authority was given to Cheryl in the previous policy. Discussion followed. Joan pointed out that all raises are effective January 1, 2019. Discussion followed.

Motion to adjourn by Debi at 8:45 p.m.; seconded by Joan all ayes, none opposed, motion carried.

Next regular meeting: Monday, February 11, 2019, at 6:30 p.m.