

Three Oaks Township Public Library
November 19, 2019 Regular Board Meeting Minutes

Meeting called to order at 6:00 p.m. by President David Pollack. Present: Joan Brown, Julie Sittig, Dustin Blaszczyk, and Cheryl Kersey. Brandi Cardwell and Debi Kearney were excused absences.

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

Public Comment: none.

Unfinished Business:

Grants – nothing to report.

Budget – Cheryl reported that after 656% of the fiscal year, payroll is at 55%. Current budget was in board folders. Current copy of Penal Fines report also in board folders. As of October 31, 2019, the library fund was \$372,371.19. No discussion.

Building Maintenance – Cheryl reported that Phil painted the back portico and Olson Electric came and fixed the photocell on the light pole nearest the book drop box. Cheryl said Phil is repairing and painting the big book drop box from the parking lot. Cheryl said there were two quotes received for the snow plowing and shoveling for this winter – there were from the Village and Rolling Prairie Excavating. After much discussion the board decided to go with Rolling Prairie Excavating.

Community Room Table – tabled until next month.

Patio/Pergola/Parking Lot – tabled until next month.

Friends of the Library – Cheryl reported four people helped decorate last Thursday with the Friends. Discussion followed.

Library/Museum Relations – nothing to report.

School of American Music Lease for 2020 – Discussion followed. Motion by Dustin to accept the lease as presented, seconded by Julie, all ayes, none opposed, motion carried.

Artist Co-Op – nothing.

Other – nothing.

Director's Report – report attached. Discussion followed.

Trustee Education – nothing.

Other – nothing

New Business:

Touch Screen Computer for Children's Room & Laptops – Cheryl said that Dustin asked her to include this on the agenda for discussion. She contacted other Berrien county area libraries and overall they use the same children's computer as we do. Cheryl is not in favor of replacing ours until they do not work anymore. A few libraries do have laptops for patrons to use/check out but overall they do not circulate. Cheryl reported that not all libraries have wireless printing. Cheryl is not in favor of doing this because it would allow patrons to print as many pages as they wanted and then not pay for them. With our public computer management software we have control over how many pages actually get printed. Discussion followed.

Other – Cheryl said there is no "standard director evaluation form" but she did include a simple one in everyone's folders, as she was instructed in her review last year.

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David said that next month everyone should be prepared for a long meeting because there will be a closed session with personnel discussion and the Wightman proposal will need to be discussed in detail. Be prepared for at least a two hour meeting.

Motion to adjourn by Joan at 6:35 p.m.; seconded by Dustin, all ayes, none opposed, motion carried.

Next regular meeting: Tuesday, December 10, 2019, at 6:30 p.m.