

Three Oaks Township Public Library
August 8, 2023, Regular Board Meeting Minutes

Meeting called to order at 5:30 p.m. by Patience Petro, Board President. Present: Connie Slavens, Chris Zebell, Tom Pauly, and Cheryl Kersey. Tom Rosenbluth excused absence. Phil Smith, library maintenance employee, also present.

Motion by CZ to approve the Consent Agenda as presented, seconded by PP. All ayes, none opposed, motion carried.

Public Comment: none.

Appointment of New Board Member:

PP said since Debi Kearney's resigning from the library board on July 11, 2023, the board was appointing an individual to serve the rest of her term. PP read the name of the three individuals who had applied and summarized their letters of interest. They are: Kristen Kutscheneuter, Colleen Newquist, Stacey Koziel. Discussion followed. Motion made by TP to table item until TR could be present. Motion died for lack of support. Motion by PP to bring on Stacey Koziel to fill the board vacancy, seconded by CZ. Roll call vote: PP – yes, CS – yes, CZ – yes, TR – no. Motion carried. Stacey was welcomed to the board and CK told her she will need to go to see the Township Clerk to be sworn in.

Unfinished Business:

Grants – CK reported the library had received the 39 VOX children's books thru a grant from the Library of Michigan and they have all been put in the system and are ready to check out.

Budget – CK said Current Budget was in board folders. After 39% of the fiscal year payroll is at 31%. As of May 31, 2023, there was \$389,382.12 in Library Fund.

Building Maintenance –

Outside Clock –Phil Smith said he will be working on the clock with the help of Tim Slavens and a friend at Olson Electric. Discussion followed.

Roof - Phil said there was a roof leak after the 7" of rain on July 28, 2023. There is water damage to the floor on the third floor, carpet damage on the second floor, ceiling damage to the atrium area by main chandelier, and carpet damage on the first floor. He said the insurance company has been contacted and a claim/incident report has been started and he has contacted companies for roof replacement quotes. He recommended a type of rolled roofing that will last much longer than hot tar roof. Discussion followed.

Windows – Phil explained a quote from Midwest Glass & Mirror for all new windows on the first floor of the library. Discussion followed. Motion by TP to accept quote from Midwest Glass & Mirror not to exceed \$62,000 with base bid colors, seconded by CZ, all ayes, none opposed, motion carried.

Outside Back Door – CK showed a quote from US Drywall & Painting to stain the front and back doors and to paint the back portico for \$6,400. Discussion followed. Motion by PP to accept quote, seconded by TP, all ayes, none opposed, motion carried.

TP showed everyone a picture of a spot on the north side of the library where the paint has peeled off in a sheet. Discussion followed. Phil Smith said he will look at it.

Friends of the Library – Their next meeting is September 19 at 6:00.

Possible Mural on West Side of Library – Tabled.

Building Audit – Tabled.

Pokagon Fund/Use of Elementary School – nothing to report.

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Other –

Director's Report – attached to these minutes. Discussion followed.

Trustee Education – nothing to report.

New Business:

PP asked if the board would be interested in changing the regularly scheduled monthly meeting time from 6:30 to 5:30. Discussion followed. Motion by PP to move the regularly scheduled monthly meeting time to 5:30, seconded by TP, all ayes, none opposed, motion carried.

Other –

Motion to adjourn by PP at 6:32 p.m.; seconded by CZ. All ayes, none opposed, motion carried.

Next regular meeting: Tuesday, September 12, 2023, at 5:30 p.m.