

Three Oaks Township Public Library
September 12, 2023, Regular Board Meeting Minutes

Meeting called to order at 5:28 p.m. by Patience Petro, Board President. Present: Stacey Koziel, Connie Slavens, Chris Zebell, Tom Pauly, Tom Rosenbluth, and Cheryl Kersey. Phil Smith, library maintenance employee, also present.

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

Public Comment: none.

Unfinished Business:

Grants – CK reported the library has received a grant of \$1000 for collection development through the co-op.

Budget – CK said Current Budget was in board folders. The check for Penal Fines has been received and was \$27,467.36. This is \$1,487.63 more than last year and is \$6.71 per capita. Discussion followed.

Building Maintenance –

Roof – PS explained the two roof quotes; one from Garey Roofing, LLC for \$68,500 and one from R&L Roofing for \$140,000. Discussion followed. Motion by SK to accept the quote from Garey Roofing and proceed with the project; seconded by PP. Roll call vote: PP – yes, SK – yes, CZ – yes, CS – yes, TR – yes, TP – yes. Motion carried. The topic of Building Audit was briefly discussed here.

Outside Clock - PS would like to have Olson Electric finish the work on the clock and at the same time have them install new lights on roof for the flag. Discussion followed.

Windows – CK said the deposit has been paid and the new windows have been ordered. Discussion followed.

Outside Back Door – CK said the painting at back entrance has been completed and a new proposal was submitted by US Drywall & Painting to paint the back handrails, light posts, and lights on building. Discussion followed. CS and CZ said they will paint the back handrails.

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

Possible Mural on West Side of Library – Tabled.

Building Audit – TR explained the proposal from Cordogan Clark for a Facility Condition Assessment Report for \$10,000 and the need for a 20-year plan. Discussion followed. Motion by TP to accept the proposal and proceed with the work. Discussion followed. PS offered to do an internal building audit himself. Discussion followed. Motion by SK to have PS do an internal audit; seconded by PS. Roll call vote: PP – yes, SK – yes, CS – yes, CZ – yes, TR – no response, TP – no response. Motion carried.

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

Other –

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

Trustee Education – CK said there will be a Trustee Roundtable at Alcona County Library in Harrisville, on November 7, 1:00 – 3:30.

New Business:

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September 12, 2023, Regular Board Meeting Minutes

School of American Music Proposed Lease for 2024 – Cheryl presented a proposed lease between library and School of American Music for 2024 with the same monthly rate as 2023 (\$150 rent per month). Discussion followed. Motion by CZ to accept the proposal as is; seconded by PP and CS. All ayes, none opposed, motion carried.

Other – CZ welcome SK to the board and introduced her to TR.

Motion to adjourn by PP at 6:28 p.m.; seconded by CZ. All ayes, none opposed, motion carried.

Next regular meeting: Tuesday, October 10, 2023, at 5:30 p.m.