

**Briggs District Library Board Meeting**  
**March 22, 2018**  
**6:00 p.m.**

The regularly-scheduled board meeting of the Briggs District Library, held at 108 East Railroad Street, St. Johns, Michigan was called to order at 6:00 p.m. by Library Board Chairperson Bob Jesse. Present were board members Bob Jesse, Robert Andretz, Jean Ruestman, Jason Denovich, Leslie Salemi, and Chris Zehr. Absent was board member Elizabeth Ayoub (due to illness.) Staff members present were Library Director Sara Morrison, Assistant Director, Brett Harger, and Rose Rennells representing the Friends Group.

Jean Ruestman moved, with a second by Jason Denovich, to approve the agenda. Motion carried.

Jean Ruestman moved, with a second by Jason Denovich to approve the minutes with amendment. Motion carried.

Rose Rennells gave an update on the Friends Group.

Leslie Salemi moved, with a second by Jean Ruestman, to approve the memorandum of understanding between the BDL and the Friends Group. Motion carried.

Jean Ruestman moved, with a second by Jason Denovich, to authorize Bob Jesse to approve books that can be discarded by the Friends Group.

Update report of the Mystery Dinner Theatre program by Sara Morrison.

Facility update by Bob Jesse.

Chris Zehr moved, with a second by Leslie Salemi, to accept and file the treasurer's report. Motion carried.

Robert Andretz moved, with a second by Leslie Salemi, to approve bills written on checks numbered 1664-1700 debits and direct deposits through March 21, 2018 inclusive totaling \$38,398.60. Motion carried.

The board watched a training video from United for Libraries.

Jean Ruestman moved, with a second by Leslie Salemi, to authorize the purchase of 6 Notebooks with a solid state drive and no extended warranty. Motion carried.

Jean Ruestman moved with a second by Leslie Salemi to decrease expenditure line 7860 by \$1,247.00 to \$3,553.00 and increase line 7420 by that same amount to \$6,710. Motion carried.

**Review of the strategic plan objective 5: state of the art technology.**

**Leslie Salemi moved, with a second by Jean Ruestman, to turn accounts that are more than 60 days overdue and have \$30.00 or more in outstanding value over to Unique Management Systems. Motion carried.**

**Leslie Salemi moved, with a second by Robert Andretz, to approve the policy for reserving library materials and the policy for renewing library materials with amendments. Motion carried.**

**Briggs District Library Board Meeting was adjourned by the Chairperson at 7:26 p.m.**

**Respectfully submitted,**

**Chris Zehr  
Secretary**