

Briggs District Library Board Meeting
April 26, 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, Chris Zehr, and Elizabeth Ayoub. Staff members present were Library Director Sara Morrison and Assistant Director, Brett Harger. Rose Rennells and Kristin Mercer were present representing the Friends Group.

Elizabeth Ayoub made a motion, with a second by Robert Andretz, to approve the agenda. Motion carried.

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

No public comment

Rose Rennells and Kristin Mercer gave an update on the Friends Group.

A motion was made by Jean Ruestman, with a second by Leslie Salemi, to approve the disposal of 16 boxes and 2 bags of books by the Friends Group. Motion carried.

Facility update by Bob Jesse.

A motion was made by Chris Zehr, with a second by Elizabeth Ayoub, to accept and file the Treasurer's report. Motion carried.

A motion was made by Leslie Salemi, with a second by Chris Zehr, to approve bills written on checks numbered 1704-1749 debits and direct deposits through April 27, 2018 inclusive totaling \$49,175.88. Motion carried.

The Board watched a training video from United for Libraries.

A motion was made Elizabeth Ayoub, with a second by Jean Ruestman, to approve the purchase of the following databases: Ancestry Library Edition, Learning Express Computer Skills, and Global Road Warrior. Motion carried

A motion was made by Jason Denovich, with a second by Robert Andretz, to approve the media policy as revised. Motion carried.

Leslie Salemi made a motion, with a second by Jean Ruestman to approve the Overdue/Bill For Replacement Notices and Late Fees policy as revised. Motion carried.

A motion was made by Leslie Salemi with a second by Jason Denovich, to increase the credit card limit up to \$2500 per month and the authorized users to be the director and the assistant director, with the bill be paid by the due date. Motion carried.

Jason Denovich made a motion, with a second by Elizabeth Ayoub, to approve the Laptop checkout policy. Motion carried

Update on the Director evaluation by the chairperson.

Review of the Strategic Plan Objective 2: Community Awareness

Briggs District Library Board Meeting was adjourned by the Chairperson at 8 p.m. Next scheduled meeting will be May 24th at 6 p.m.

Respectfully submitted,

Chris Zehr
Secretary