

Briggs District Library
108 E. Railroad Street
St. Johns, MI 48879
Minutes - July 28, 2016

Board Present: Elizabeth Ayoub, Jason Denovich, Bob Jesse, Jean Ruestman, Veronica Thelen

Board Absent: Rick Aaron, Eric Hufnagel

Staff Present: Director, Sara Morrison

The meeting was called to order at 6:02 p.m. by Board Chairperson, J. Ruestman.

J. Denovich moved to approve the agenda as presented. Seconded by B Jesse. All in favor, motion carries.

B. Jesse moved to approve the June 23, 2016 minutes as presented. Seconded by E. Ayoub. All in favor, motion carries.

No quorum to approve the July 22 minutes and therefore, deferred approval until the August 4, 2016 meeting.

There was no limited public comment.

New Business:

The Marketing subcommittee prepared and discussed the following policies; Acceptable Use of Technology, Acceptable Use of Technology: Wireless Access, Public Relations Policy, and the Photo Release Form. E. Ayoub posed a recommendation to send the discussed policies back to review by the subcommittee to remove any non-policy type of wording and fix typos.

The Finance/Fund Development subcommittee tabled the discussion on the both the Financial/Internal Control Policies and the Fraud Risk Management Policy until the September meeting.

The Facilities subcommittee prepared all but one of the assigned policies, however there is no urgency so we will hold discussion until either the September or October meeting to discuss.

Update on District Library Agreement – J. Ruestman discussed the process of getting the amendment of the District Library Agreement. E. Ayoub will attend the schoolboard meeting on August 22 and either R. Aaron or J. Ruestman will attend the August 8 meeting to discuss the amendments if the millage passes.

Unfinished Business:

There was a discussion about the unsuccessful millage result samples of budgetary reductions.

Yes Committee Update: B. Jesse reported that there are nearly 250 signs displayed around the voting area. The Yes Committee has talked at all of the township meetings and at local club meetings as well.

S. Morrison presented some changes to the Treasurer's Report effective tomorrow. B. Jesse made a motion to accept the Treasurer's Report as presented. Seconded by J. Denovich. All in favor, motion carries.

E. Ayoub moved to approve the payment of the bills. Seconded by V. Thelen. All in favor, motion carries.

S. Morrison presented the Director's Report which is on file.

B. Jesse moved to adjourn the meeting at 7:23. Seconded by V. Thelen.

Next Regular Meeting: August 4, 2016 at 6:00 p.m.

Respectfully submitted by Veronica Thelen, District Library Board secretary.

Veronica Thelen, District Library Board Secretary

Minutes Approved