

**Briggs Public Library
108 E. Railroad Street
St. Johns, MI 48879
April 23, 2015**

Approved: _____

President R. Bellgowan: _____

Called to order: 7:10 p.m.

Board present: B. Bellgowan, J. Brewbaker, E. Hufnagel, M. Madden, C. Sackrider, T. Schultheiss

Board absent: B. Delavan, J. Ruestman, V. Thelen

Staff present: S. Morrison, M. Geller

Public present: Carol Fedewa, Brett Harger

Limited Public Comment:

Consent agenda: on file. Madden moved to approve Consent Agenda as printed: (a.) Approval on Minutes (b) Director's Report, seconded by Hufnagel, all in favor.

Approval of agenda: on file. Madden moved to approve consent agenda as presented, seconded by Hufnagel, all in favor.

REPORTS OF OFFICERS:

Treasurer's Report – on file.

a.) Revenue/Expenditure Report – on file. Schultheiss reviewed Revenue & Expenditure Report. Penal Fines have not been received yet. Madden moved to approve Treasurer's Report, seconded by Brewbaker, all in favor.

b.) Bills paid in March

Director's Report – on file.

Library Friends Group – none

Unfinished Business

1. Direction Update:

a.) Funding – on file. Board Members agreed that this issue must move forward and considered options. An update on the August 2016 Election was provided.

b.) Survey Results – on file. Morrison provided results from the public survey. A revision of hours is on the agenda to approve. Shifting hours will meet the public's requests from the survey without impacting the budget. Other items from the survey were discussed.

2. Strategic Plan Proposal:

a.) Contract, Revised Proposal & Fact Book Contents – on file. Financial concerns, revision of the Strategic Plan Proposal, and time required of staff to research the Fact Book contents were discussed at length. Madden moved to approve the contract as amended (entered into May 1, 2015 thru December 2015), seconded by Schultheiss, all in favor.

b.) Date & Location for full day retreat- Board Members discussed various locations/dates/times for the full day retreat.

c.) List of people to invite to full day retreat – Board Members discussed inviting individuals from across the service area, regular library patrons, and people who had backgrounds in fields that would be helpful in planning for the future. It was agreed that each Board Member would need to contact 3-4 people to reach the goal of 25-30 attendees at the full day retreat.

New Business

1. 2015-2016 Budget – on file. Morrison noted that the 2015-2016 Budget includes funds to lease a new copy machine and using previous reference monies to pay for a 1 year subscription to Mango Language database. \$8000.00 for the Strategic Plan was not built into the budget. Madden moved to use \$10,000.00 from unencumbered fund balance, \$8,000.00 to pay for the Strategic Plan and \$2000.00 if needed for extra part-time hours related to the strategic plan, seconded by Schultheiss, all in favor. Rising medical costs and the Strategic Plan billing cycle were also discussed.

2. Days/Hours of Service Policy – on file. Morrison presented a shift in hours of operation in response to patron requests on the survey. Morrison revamped the operational hours so all employees' hours were adjusted as fairly as possible. It was recommended trying this revision for 1 year as a trial run. Hours can be adjusted in the following year if needed. Hufnagel moved to approve Library Days/Hours of Service Policy as revised, seconded by Schultheiss, all in favor.

3. Other – Bellgowan encouraged all in attendance to attend the upcoming Foundation Event.

Adjournment: Sackrider moved to adjourn at 8:10 pm. seconded by Brewbaker, all in favor.

Respectfully submitted,
M. Geller