

**Briggs Public Library
108 E. Railroad Street
St. Johns, MI 48879
November 12, 2015**

Approved: _____

President R. Bellgowan: _____

Called to order: 7:15 p.m.

Board present: B. Bellgowan, J. Brewbaker, J. Denovich, E. Hufnagel, J. Ruestman, C. Sackrider, T. Schultheiss, V. Thelen

Board absent:

Staff present: S. Morrison, M. Geller

Public present: B. Harger, B. Jesse

Board President welcomed Jason Denovich to the Library Board.

Limited Public Comment: Jesse suggested that the Board consider moving Public Comment to the end of the meeting. Harger agreed with this suggestion. Board Members thanked them for their input.

Approval of Consent Agenda: Schultheiss moved to approve Consent Agenda as printed: (a.) Approval of Minutes (reg. mtg. 9/10/15) - on file (b) Director's Report -on file (c)WPLC Minutes-on file (d) informational pieces for the Board to review.

Approval of Agenda: on file. Hufnagel requested that a review of Board Terms and January Election-Slate of Candidates be added to the agenda under Other in New Business, Ruestman agreed with that request, Sackrider moved to approve the agenda as amended, seconded by Thelen, all in favor.

REPORTS OF OFFICERS:

Treasurer's Report – on file. Thelen moved to approve Treasurer's Report as given by Schultheiss, seconded by Brewbaker, all in favor.

a.) October Revenue/Expenditure Report – on file. Schultheiss reviewed Revenue & Expenditure Report.

b.) Check from Briggs Public Library Foundation / Assigned Fund Balance - Morrison presented information on monies received from the dissolution of the Library Foundation and requested that the Board determine how the funds should be allocated. Options were discussed. Ruestman asked that this issue be tabled to the next Board Meeting, the consensus of the Board Members agreed.

Unfinished Business

1. Strategic Plan Update - Community Awareness, Facility Maintenance, Modern Facility, Funding, and Technology Committees provided updates from their meetings. Various options were discussed and will be prioritized and presented on December 8th or 9th. Morrison will coordinate dates and times. Discussion also involved contract/payment for W.J. Schroer and committee structure within the Library Board.

2. New Board Member – on file.

a. Resolution to appoint Steven O'Rourke (Delevan). Hufnagel moved to approve the Resolution as printed, seconded by Sackrider, all in favor.

3. Fundraiser – on file. Morrison presented information requested by the Board on possible authors for a future fundraising event. Board Members discussed information presented. Hufnagel moved to appoint a committee to authorize the planning of an author event (author selection, money, date & place), seconded by Sackrider, all in favor. Bellgowan, Brewbaker and Sackrider volunteered to work with Morrison on this issue.

4. Other – none.

New Business

1. 2016 Library Board Meeting Schedule – on file. Morrison provided information for the Board to review regarding the number and length of Board Meetings. Sackrider agreed that extra meetings and more discussion time would be helpful especially with possible upcoming changes with the Library. Other Board Members agreed. Ruestman moved to approve the 2016 Board Meeting Dates as printed but subject to future changes as needed, seconded by Sackrider, all in favor. Hufnagel recommended that a retreat for Board Members be considered in the future. Board Members agreed that it would be a good idea to follow up on.

2. 2016 Library Closure Schedule – on file. Board Members considered items of change in the 2016 closures. Sackrider moved that the Library be closed on Saturday, August 13th for the Mint Festival, close at 6pm on Halloween and close 6pm on the Wednesday before Thanksgiving and approve the remainder of the dates as presented, seconded by Schultheiss, all in favor. Board Members agreed the changes would have limited impact on the public.

3. Holiday reminders – Morrison reminded the Board that up to \$25.00 for a Chamber Coupon had been budgeted for each staff member to receive at Christmas and that there would be a short closure for all to attend the Holiday/Award Luncheon provided by the City for all employees.

5. Other: Review of Board Terms / January Election Slate of Candidates – Hufnagel recommended that the structure and procedure of the Board Terms and Election/Slate of Board Candidates be reformed, seconded by Reustman, all in favor.

4. Personnel

a. Director's Evaluation: Board President asked if Morrison would like to go to closed session for discussion of her evaluation. Morrison stated yes.

Motion by E. Hufnagel, seconded by J. Brewbaker to go to close session at 8:15 pm, all in favor.

Motion by E. Hufnagel second by J. Ruestman to reconvene to open session, all in favor.

Meeting reconvened to open session at 8:33 pm.

T. Schultheiss moved to accept the recommendation of the Personnel Committee in regards to the Director's evaluation as presented in closed session, seconded by V. Thelen, all in favor.

b. Wage Recommendation - Morrison presented wage recommendation and gave her reasoning behind the request. Sackrider recommended that the hourly rate for B. Harger be increased to \$12.03 an hour. Board discussed impact this would have on budget. Brewbaker moved to increase B. Harger's hourly rate to \$12.03 an hour, seconded by J. Denovich, all in favor.

Adjournment: V. Thelen moved to adjourn the meeting at 8:52 pm, seconded by C. Sackrider, all in favor.

Respectfully submitted,
M. Geller