

Call to Order

- Meeting was called to order by Chairman Jesse at 6:03pm
- Members present: Bob Jesse, Jason Denovich, Jean Reustman, Rob Andretz, Elizabeth Ayoub, Leslie Salemi
- Members absent: Chris Zehr
- Staff present: Sara Morrison, Brett Harger
- Also present: Sandy Schirm

Approval of Agenda

- Salemi moved to approve as presented; supported by Reustman; motion carried

Approval of Minutes

- September 27, 2018 Regular Meeting
- Ayoub moved to approve minutes as amended; supported by Andretz; motion carried

Limited Public Comment: Please limit your comments to three (3) minutes in duration.

- Schirm addressed Board regarding funding for library staff appreciation events

Friends Group Report

- No members of Friends group present

Facility Committee Report

- Jesse reported the downspout in front of library can be extended; Barbers will be installing nosing on front porch soon; concrete pad for drop box at Riley Township Hall has been poured

Treasurer's Report

- a. Revenue/Expenditure report
 - Reustman presented report; Ayoub motioned to receive report and place on file; supported by Salemi; motion carried
- b. Approve Bills Paid
 - Motion by Salemi, seconded by Denovich to approve bills written on checks 1969 through 2004, debits and direct deposits through October 26, 2018 inclusive, totaling \$34,411.86
- c. Authorization to pay invoices from Katren and Michigan Graphics & Signs
 - Denovich motioned; supported by Reustman; motion carried

Unfinished Business:

1. Future of Facility
 - Board discussed possibilities of renovation of current library space and/or expansion of building; representatives from Barbers will present ideas to Board at a future meeting
2. Investment of Library Funds: Investment Plan
 - Ayoub provided document for Board consideration re: limitations on investments; Ayoub motioned Morrison be allowed to contact Board attorney regarding possibility of Board using funds for staff recognition, and various questions concerning Board investments; supported by Andretz; motion carried
3. Board Terms Expiring 12/31/18
 - Terms of Ayoub and Denovich are expiring; Motion 1: I, Jean Ruestman, move to recommend to the St. Johns City Commission that they appoint Jason Denovich residing at 1230 Lincolnshire Dr. St. Johns MI., to a four-year term on the Briggs District Library Board expiring December 31, 2022; supported by Andretz; motion carried; Motion 2: I, Jean

Ruestman, move to recommend to the St. Johns Public School Board of Education that they appoint Renae Larsen residing at 8119 N Welling Road, Elsie MI., to a four-year term on the Briggs District Library Board expiring December 31, 2022; supported by Salemi; motion carried

4. Policy Revisions

- Acceptable Use of Technology
 - Denovich motioned to approve policy as amended; supported by Ayoub; motion carried
- Acceptable Use of Technology: Wireless Access
 - Reustman motioned to approve policy; supported by Denovich; motion carried

5. Other

New Business:

1. 2019 Closure Schedule

- Date for library staff training has been set; Board suggested Morrison contact Capital Region Community Foundation for funding for future staff and/or Board training; Reustman motioned to approve schedule; supported by Salemi; motion carried

2. Closure/Extension of Hours Request

- Morrison requested adjusting hours of operation during Friday night Holiday program; Denovich motions to approve request; supported by Reustman; motion carried

3. Other

- Andretz mentioned "Book Club in a Bag" as possible addition to library's collection

Discussion Items:

1. Board Training

- a. Short: Take: Succession Planning & New Board Orientation
- b. Board Training in 2019
 - Morrison provided multiple suggestions of speakers/topics for future Board training; Salemi suggested training with focus on strategic planning

Director's Report

- Jesse highlighted program on the Edmund Fitzgerald; Reustman suggested evening classes for RBdigital and other online resources may help usage numbers

Trustee Comments:

- Ayoub commented on policies the Board may want to implement in the future; Andretz commented on upcoming Special Meeting

Adjournment:

Next Regular Meeting: December 13, 2018

Special Meeting: October 30, 2018

Respectfully submitted,

The Briggs District Library is barrier-free. This meeting is open to all members of the public under Michigan's Open Meetings Act. For further information, contact the Library at (989) 224-4702.