

**Minutes of the Regular Monthly Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A meeting of the Alpena County Library Board of Trustees was called to order on Monday, October 23, 2017 at 4:04 p.m. by Vice President Marcia Aten.

Present:

Trustees: Marcia Aten, Kim Krajniak, Tammy Thomson

Excused: Ronald Meneghel

Late Arrival: Joseph Garber (4:08 p.m.)

Staff: Beth DeCaire, Susan Jacobs, Jessica Luther and Eric Magness-Eubank

Minutes: It was moved by Aten and supported by Garber to approve the Minutes of the September 18 and October 11 meetings as corrected. The motion carried.

Vice President Aten turned the meeting over to President Garber at 4:09 p.m.

Treasurer's Report: The Treasurer's Report was reviewed and Garber directed that it be filed as presented, subject to final audit.

Review and Approval of Bills: It was moved by Aten and supported by Krajniak that the bills as presented be approved. The motion carried.

Friends Report: No representation from the Friends of the Library present.

Old Business:

A. Building Project

1. Asbestos Removal - Consensus was reached to move forward with current asbestos abatement contractor for small scale project to meet monetary requirement for MCACA grant retention. Larger scale abatement will be readdressed at a future meeting.
2. Capital Campaign - Library Building Project Outline was distributed and discussed. Board Members were encouraged to send committee recruitment referrals to Magness-Eubank.

B. 2017 Budget Adjustments - It was moved by Aten and supported by Krajniak to approve the attached budget adjustments as presented. The motion carried.

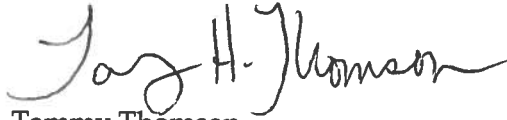
C. 2018 Budget

1. Health Insurance - Garber appointed Aten and Krajniak to the Personnel Committee. The committee will meet with Magness-Eubank prior to the next regular meeting to discuss available plan options.
2. DDA Tax Recapture - Krajniak will request the DDA Budget for review at the next regular meeting.

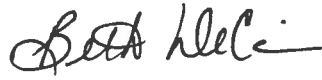
Development Coordinator's Report: Luther announced the arrival of the Native Voices traveling exhibit and auxiliary programming.

Adjournment: President Garber declared the meeting adjourned at 5:30 p.m. The next regular meeting is rescheduled for Monday, November 20, at 4:00 pm.

Respectfully submitted,



Tammy Thomson
Secretary



Beth DeCaire
Recording Secretary

Memorandum

To: Board of Trustees

From: Eric Magness-Eubank

Date: October 23, 2017

Subject: 2017 Budget Modifications

I am recommending the following line item transfers from 989.001 Authors to the following accounts on this year's budget to more accurately reflect expenditures:

| | <u>Account</u> | <u>Amount</u> |
|---------|---------------------------------|-------------------|
| 727.000 | Office Supplies | \$2,000.00 |
| 727.002 | TBRC | 500.00 |
| 850.000 | Communications | 2,000.00 |
| 860.000 | Travel | 500.00 |
| 971.000 | Friends of the Library Expenses | 2,000.00 |
| 985.000 | Summer Book Club/Carnival | <u>200.00</u> |
| | Total | <u>\$7,200.00</u> |