

April 2016

**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 Wednesday, April 20, 2016 at 4:10 p.m. by President Joseph Garber.

**Present:**

Trustees: Marcia Aten, Joseph Garber, Ronald Meneghel and Tammy Thomson

Excused: Mark Hunter

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

**Minutes:** It was moved by Meneghel and supported by Aten that the Minutes of the March 23, 2016 meeting be accepted as presented. The motion carried.

**Treasurer's Report:** The Treasurer's Report was reviewed and Garber directed that it be filed as presented.

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

**Old Business:**

- A. Susan Jacobs has been hired to fill the Assistant Director vacancy. She will begin employment on May 17.
- B. A special meeting to discuss the building project is scheduled for May 20, 2016 at 12:00 noon. Magness-Eubank distributed an outline of the building project process for review.
- C.
  1. Magness-Eubank will draft an updated policy on committee structure for the Board's review.
  2. Garber will share director's evaluation examples with other trustees so that a formal review process can be established.
  3. The investment policy is currently modeled after the County of Alpena's policy. Modification is not needed at this time.

**New Business:**

- A. Magness-Eubank distributed the State of the Library Report for review prior to the May meeting.
- B. It was moved by Aten and supported by Meneghel to close the Library on May 24 so that staff may attend an all day in-service. The motion carried.

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- C. Unique Management, the collection agency which the Library uses to collect overdue materials and fines, will no longer be able to credit report outstanding accounts. It is unclear what effect this will have on said delinquencies.

**Friend's Report:** There was no representation present from the Friends of the Library.

**Development Coordinator's Report:** Luther shared information on Open eBooks, an app containing thousands of popular and award-winning titles available free for children. Also, the Library will be hosting a three-day professional development workshop offered through the University of Michigan to explore how maker culture can add open-ended, hands-on learning to organizations.

**Adjournment:** President Garber declared the meeting adjourned at 5:35 p.m. The next regular meeting is scheduled for Wednesday, May 18, 2016, at 4:00 p.m. A special meeting to discuss the building project is scheduled for Friday, May 20, 2016 at 12:00 noon.

Respectfully submitted,



Tammy Thomson  
Secretary



Beth DeCaire  
Recording Secretary