

**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, February 20, 2019 at 4:16 p.m. by President Joseph Garber.

Present:

Trustees: Kim Krajniak, Ronald Meneghel, Marcia Aten, Tammy Thomson

Via Videoconference: Joseph Garber

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

Minutes: It was moved by Aten and supported by Krajniak to approve corrected minutes of the January 16, 2019 meeting. The motion passed.

It was moved by Krajniak and supported by Meneghel to approve the minutes of the February 6, 2019 special meeting. The motion passed.

Election of Officers: The following slate of officers for 2019 was moved by Meneghel and supported by Thomson.

President: Joseph Garber

Vice-President: Ronald Meneghel

Treasurer: Kimberley Krajniak

Secretary: Marcia Aten

The motion passed.

Meeting Dates: It was moved by Aten with support from Thomson to keep the existing schedule of regular monthly Board meetings on the third Wednesday of the month at 4:00 pm. The motion passed.

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 Krajniak and supported by Aten that the bills as presented be approved. The motion passed.

Friends Report: No representation from the Friends of the Library present, however Luther gave a brief report from the most recent meeting. The Friends will be electing officers at their March meeting and are looking to recruit additional board members.

Old Business:

A. Building Project/USDA

- i. **Millage Deadlines-** Ballot language for the August 6, 2019 ballot is due to the County by March 15th. The language will go before the County Finance Committee on March 20, 2019 and the County Commissioners on March 28, 2019. The County Clerk will

need to certify the ballot proposal by May 14, 2019.

- ii. **Resolution to request ballot placement from the County Commissioners-** It was moved by Meneghel with support from Krajniak to adopt the proposed resolution. The motion passed unanimously. A copy of the resolution will be kept with the meeting minutes, a copy will be provided to the County Commissioners, and one will be provided to bond counsel.
- iii. **Legal Services Letter of Engagement-** Bond Counsel will be invited to the next board meeting to explain the complexities involved with the mechanisms relating to the USDA loan and the bond payments. The current letter of engagement is to be amended to reflect the August 6, 2019 ballot date. A motion was made by Aten and supported by Meneghel authorizing Magness-Eubank to sign the letter of engagement with John Axe of Clark Hill PLC. The motion passed.
- iv. **USDA process update-** Magness-Eubank stated that he is pleased with the progress being made with the process, is currently awaiting the financial report from the auditors, SHPO approval, and the responses from commercial lending agencies to submit to the USDA.
- v. **HVAC/Summer 2019-** An estimate from Air-N-Energy Consulting to repair/replace the control systems in both sides of the building was reviewed. Both systems will need to be replaced in order to control the temperature in the building. Thomson left the meeting at 5:20 pm and indicated she would like her vote reflected with the prevailing side once a motion was made. It was moved by Aten and supported by Krajniak to move forward with the proposal as presented. The motion passed.
Options for addressing the anticipated high humidity levels in the building for the summer were discussed. Magness-Eubank spoke with Ann Dilcher of Quinn Evans who indicated that any repairs to the chiller system will need to be decided within the next few weeks in order to be completed by summer. Magness-Eubank will provide further information on available options to be discussed and decided on at a special meeting of the Board on Wednesday, February 27, 2019.

B. Siding Issue- Magness-Eubank and Garber met with Dr. Currier to discuss the issue. Garber and Currier will set a meeting with the other involved parties to negotiate an amicable solution to this ongoing problem.

New Business:

Policy Review-

- i. **Staff Purchases-** Magness-Eubank informed the Board that the administration will be discontinuing the practice of allowing staff to purchase books and other items through the Library's purchasing account due to sales tax collection requirements.
- ii. **Virtual Reality/Technology waiver-** It was moved by Aten and supported by Krajniak to recommend the adoption of the policy, procedures, and waiver for patron usage of the virtual reality, Wii gaming, and 3-D printer units. The motion passed.
- iii. **Teen Room-** A draft policy regarding age restrictions for usage of the Library's teen space will be presented at the next regular monthly meeting for Board approval.

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Development Report: A written report was provided.

Library Director's Report: Magness-Eubank indicated that with the likelihood of the school year being extended, the beginning of Summer Book Club may be postponed and some changes may need to be made.

Adjournment: Garber adjourned the meeting at 5:38 pm. A special meeting of the Board of Trustees will be held Wednesday, February 27, 2019 at 4:00 pm and the next regular meeting will be Wednesday, March 20, 2019 at 4:00 pm.

Respectfully submitted,



Marcia Aten
Secretary



Jessica Luther
Recording Secretary

**ALPENA COUNTY LIBRARY RESOLUTION
REQUESTING THE ALPENA COUNTY BOARD OF COMMISSIONERS TO ADOPT A
RESOLUTION CALLING A SPECIAL ELECTION
FOR THE PURPOSE OF SUBMITTING TO THE ALPENA COUNTY ELECTORS A
QUESTION OF WHETHER THE COUNTY MAY LEVY 0.25 OF A MILL FOR
TWENTY (20) YEARS, BEGINNING WITH THE DECEMBER 1, 2019 TAX LEVY
FOR THE PURPOSE OF THE REMODELING AND OPERATING THE ALPENA
COUNTY LIBRARY**

At a board meeting of the Library Board of the Alpena County George N. Fletcher Public Library of the County of Alpena, Michigan, held on the 20th day of February, 2019, at 4:00 p.m., Eastern Standard Time, in the Alpena County Library in Alpena County, Michigan there were:

PRESENT: Joseph Garber (via Videoconference), Ron Meneghel, Kim Krajniak, Marcia Aten
Tammy Thomson, Eric Magness-Eubank, Director

ABSENT: None

The following preambles and resolution were offered by Meneghel and seconded by Krajniak.

WHEREAS, the County of Alpena, Michigan (the "County") has pursuant to Act 138 of the Public Acts of Michigan of 1917, as amended ("Act 138") approved the creation of the Alpena County George N. Fletcher Public Library (the "Library"); and

WHEREAS, Section 1 of Act 138 authorizes the Alpena County Board of Commissioners (the "Commissioners") to create a Library Fund by levying an annual tax to be collected by the County Treasurer and deposited in the Alpena County Library Fund; and

WHEREAS, in order to increase such a tax the Commissioners must place a Proposition before the voters in the County of Alpena authorizing the tax increase; and

WHEREAS, the Library Board has developed plans for remodeling the existing Alpena County Library (the "Project") and wishes to request the Commissioners to place a millage proposition before the Alpena County voters at a special election to be held for this purpose on August 6, 2019 in the County of Alpena; and

WHEREAS, to finance such Project it will be necessary to levy such a millage of 0.25 of a mill for 20 years; and

WHEREAS, based on estimates and projections, the Library Board has preliminarily determined that it will be necessary to submit a millage proposition to County voters for approval of a millage to cover the costs of remodeling, furnishing, equipping and operating the Project; and

WHEREAS, the Library Board wishes to request the Alpena County Board of Commissioners adopt the Resolution to call a special election for Tuesday, August 6, 2019 (the "Special Election") to present the millage proposition to the electors of Alpena County.

NOW THEREFORE BE IT RESOLVED BY THE LIBRARY BOARD OF THE COUNTY OF ALPENA, STATE OF MICHIGAN, as follows:

1. The Library Board hereby requests the County Board of Commissioners to submit to the registered electors residing within the boundaries of the County of Alpena the millage proposition set forth in Appendix A below at a Special Election on Tuesday, August 6, 2019 by adopting the Resolution attached hereto as Appendix A.
2. All resolutions and parts of resolutions in conflict with the foregoing are hereby rescinded.

STATE OF MICHIGAN)
)ss.
 COUNTY OF ALPENA)

The undersigned, being the duly qualified and acting Secretary of the Library Board of the Alpena County George N. Fletcher Public Library, hereby certifies that the foregoing is a true and complete copy of a resolution duly adopted by the Library Board at its meeting held on the 20th day of February, 2019, at which meeting a quorum was present and remained throughout and that an original thereof is on file in the records of the Library. I further certify that the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, and that minutes of such meeting were kept and will be or have been made available as required thereby.

Mairea Otew
 Secretary, Alpena County Library

DATED: *February 22*, 2019

APPENDIX A

**A PROPOSAL TO REPLACE AN EXISTING MILLAGE WHICH
EXPIRES ON DECEMBER 1, 2018, TO LEVY ONE QUARTER OF
A MILL TO REMODEL, OPERATE, FURNISH AND EQUIP
THE ALPENA COUNTY LIBRARY**

For the purpose of remodeling, operating, furnishing and equipping the Alpena County Library, shall the constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Alpena, Michigan, be increased by up to 0.25 of a Mill (\$0.25 per \$1,000 of taxable value), for a period of twenty (20) years 2019-2038) inclusive?

If approved and levied in full, this millage will raise an estimated \$232,546 in the first calendar year of the levy based on taxable value.

YES []

NO []