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, July 18, 2018, at 4:04 p.m. by President Joseph Garber.

Present:
Trustees: Marcia Atten, Kim Krajniak, Ronald Meneghel and Tammy Thomson
Via videoconference: Joseph Garber
Staff: Beth DeCaire and Eric Magness-Eubank
   Jessica Luther (4:26 p.m.)

Building Project – Board Members received information and gave input on the HVAC project
and asbestos removal and how both interface with the building project.

President Garber turned the meeting over to Vice President Atten and left the meeting at 4:30
p.m.

Minutes: It was moved by Meneghel and supported by Thomson to approve the Minutes of the
June 14, 2018 meeting. The motion carried.

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

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

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

Old Business:

A. 2018 Budget Adjustments – It was moved by Meneghel and supported by Krajniak to
   approve the attached budget adjustments. The motion carried.

B. Friend’s Memorandum of Understanding – It was moved by Krajniak and supported by
   Meneghel to accept with changes the Memorandum of Understanding between the
   Library and the Friends of the Library and to authorize Magness-Eubank to present the
   memo as amended to the Friends at a future meeting. The motion carried.

C. New Staff – LeeAnn Ludwig and Brian Schorn have been hired to work in the public
   services department.

D. Summer Book Club – It was moved by Thomson and supported by Meneghel to close
   the Library at 5:00 p.m. on August 1, the day of the Summer Book Club Carnival. The
   motion carried.
Adjournment: Vice President Aten declared the meeting adjourned at 5:50 p.m. The next regular meeting is rescheduled for Friday, August 10, at 10:00 a.m.

Respectfully submitted,

Tammy Thomson
Secretary

Beth DeCaire
Recording Secretary
2018 July Budget Modifications

Income

404.000 Personal Property Tax Replacement increase budgeted amount to $35,000.

574.000 Single Business Tax decrease budgeted amount to zero.

Additional Notes: The following revenue categories were not included in the budget, but have received income. They need to be formally placed into the budget.

Increase Category

572.000 LSTA to a total of $1600
575.000 MCACA to a total of $4720
580.000 Special Events to a total of $75
581.000 MI Humanities Council to a total of $4057.20
643.001 Unique Management to a total of $200
675.100 Alpena Book Festival to a total of $15

Total Increases $10,667.20

Decrease Category

403.000 Millage by $2823.46 to a total of $897,176.54
657.000 Penal Fines by $7843.74 to a total of $107,156.26*

Total Decreases $10,667.20

Expenses

Increase Category

727.002 Thunder Bay Research Center by $2700 to a total of $5000
810.001 Audit by $150 to a total of $2850
910.001 Kathy Currier Condo Association by $67.50 to a total of $1632.50
970.001 Capital Outlay by $2000 to a total of $95,512
985.000 Summer Book Club by $300 to a total of $8000

Total Increases $5217.50

* I am decreasing Penal Fines even though I am expecting to exceed this, in order to keep the formal budget amount at the same level. We will eventually have to increase the entire budget total, but I want to wait until we have decided on the HVAC/Asbestos before finalizing those amounts.
Decrease Category

989.001 Authors by $2250 to a total of $20,250
727.000 Office Supplies by $967.50 to a total of $13,032.50
801.000 Professional Services by $1500 to a total of $3500
977.000 Equipment by $500 to a total of $4,500

Total decreases $5217.50