

**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, February 20, 2017 at 4:20 p.m. by President Joseph Garber.

Present:

Trustees: Joseph Garber, Ronald Meneghel, and Tammy Thomson

Via Telephone: Mark Hunter

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

Absent: Marcia Aten

Minutes: It was moved by Meneghel and supported by Thomson that the minutes of both the January 16, 2017 regular meeting and the January 24, 2017 special meeting be accepted as presented. The motion carried.

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

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

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

Election of Officers: It was moved by Hunter and supported by Meneghel that the current slate of officers be reelected for an additional term. Board of Trustees include: Joseph Garber, President; Marcia Aten, Vice-President; Ronald Meneghel, Treasurer; Tammy Thomson, Secretary; and Mark Hunter, Board Member. The motion carried.

Old Business:

- A. Staff In-Service- a successful full day professional development staff in-service was held on February 7, 2017.
- B. Building Project- An initial cost estimate has been received from Quinn Evans and is being reviewed. A special meeting to discuss the project is scheduled for Monday, February 27, 2017 at 3:00 pm.
- C. Policy Review Meeting- The recommendations for changes to policy will be reviewed at the next meeting.

New Business:

- A. Garber requested that the regular meeting of the Board of Trustees scheduled on March 20, 2017 be rescheduled due to a conflict. It was unanimously approved to be rescheduled to Monday, March 13, 2017 at 4:00 pm.
- B. Jacobs informed the board that cross-training of the staff has begun.

Development Coordinator's Report: Luther gave an update on the LIF appeal totals; to date \$19,441 has been raised.

Adjournment: President Garber declared the meeting adjourned at 4:56 pm. The next regular meeting is scheduled for Monday, March 13, at 4:00 pm.

Respectfully submitted,



Tammy Thomson
Secretary



Jessica Luther
Acting Recording Secretary

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

Call to Order: A special meeting of the Alpena County Library Board of Trustees was called to order on Monday, February 27, at 3:30 p.m. by President Joseph Garber.

Present:

Trustees: Joseph Garber, Ronald Meneghel and Tammy Thomson

Via Telephone: Marcia Aten and Mark Hunter

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

Three plan choices for the building project were discussed including:

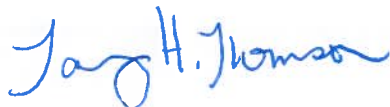
- Full Remodel
- Systems and Finishes
- Systems and Finishes Lite

Luther presented a draft capital campaign timeline to finance the project.

It was moved by Meneghel and supported by Hunter to choose Full Remodel as presented by Quinn Evans Architects at a cost of \$3.4 million and begin on HVAC system upgrades as soon as possible. If the financial goal is not reached, Systems and Finishes will be a second option. The motion carried unanimously.

Adjournment: President Garber declared the meeting adjourned at 4:52 p.m. The next regular meeting is scheduled for Monday, March 13, at 4:00 p.m.

Respectfully submitted,



Tammy Thomson
Secretary



Beth DeCaire
Recording Secretary