

**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, May 15, 2019 at 4:00 p.m. by President Joseph Garber.

Present:

Trustees: Marcia Aten, Kim Krajniak, Ron Meneghel

Via Videoconference: Joseph Garber

Absent: Tammy Thomson

Staff: Eric Magness-Eubank, Beth DeCaire

Friends of the Library: MaryAnn Crawford

Minutes: It was moved by Meneghel and supported by Krajniak to approve the minutes of the April 17, 2019 regular meeting and the May 1, 2019 special meeting. 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 Aten and supported by Krajniak that the bills as presented be approved. The motion passed.

Friends Report: Crawford reported that this year's FOL membership dues are still coming in and are expected to total \$4,000-\$5,000. The annual book sale is scheduled to begin August 14. A newly designed tote bag will be available for sale in the near future.

Old Business:

A. Building Project/USDA

- i. **Millage-** Magness-Eubank reported that the Citizens for Your Library Committee met for the first time on May 8. Millage Campaign Guidelines for Library Staff & Trustees were distributed and discussed.
- ii. **HVAC** – MacMillan Associates and Meridian Contracting are currently discussing the project.
- iii. **USDA Process Update-** Once information on the Library's fiduciary net position is received from MERS, the financial feasibility report from Straley, Lamp, and Kraenzlein can be completed.

B. Siding Issue- A representative from Sto Corp., the siding manufacturer, is scheduled to make an on-site visit June 26.

C. Interlibrary Loan Delivery Service- Annual fees will increase from \$3,700 to \$4,000 for this service. Superiorland will reimburse up to \$750 of said fees.

New Business:

A. Future Author Events

- i. In partnership with Michigan Humanities Council, Dr. Mona Hanna-Attisha, author of this year's Great Michigan Read What the Eyes Don't See, will potentially be the Author in the Fall this year.
- ii. It was moved by Aten and supported by Krajniak to allow Magness-Eubank to sign a contract with Steven Barclay Agency to secure author David Sedaris for an appearance on April 18, 2020. The motion passed.

B. Copy Machine Proposal- It was moved by Meneghel and supported by Aten to authorize Magness-Eubank to enter into a lease agreement with Michigan Office Solutions to replace two existing copy machines with new Xerox machines, one of which will have a coin op feature. The motion passed.

C. Personnel Committee Meeting- The personnel committee, Krajniak and Meneghel, will meet on May 23 to discuss the Library's long-term staffing needs.

Development Report: The written report was reviewed.

Library Director's Report: Magness-Eubank has previewed and is considering a trial subscription to a modestly priced video streaming service for libraries.

Adjournment: President Garber declared the meeting adjourned at 5:00 p.m. The next regular meeting will be Wednesday, June 19, 2019 at 4:00 pm.

Respectfully submitted,



Marcia Aten
Secretary



Beth DeCaire
Recording Secretary