

APPROVED 5/22/2019

**LIBRARY BOARD OF TRUSTEES MEETING  
April 24, 2019**

**MINUTES**

- I. CALL TO ORDER  
Meeting called to order at 7:30 pm by Earle  
Members present: Weins, Lisica, Steffey, Earle  
Member excused: Powers  
Library staff present: Director: Thomas,  
Friends of the Library Representative: Moira Willis
- II. APPROVAL OF AGENDA  
Motion made by Steffey to approve amended agenda as presented, 2<sup>nd</sup> by Weins. Agenda motion approved.
- III. APPROVE OF MINUTES  
Motion made by Weins, to approve the minutes with amendment as presented, 2<sup>nd</sup> Earle. Minutes as presented were approved.
- PUBLIC DISCUSSION  
This is an opportunity to comment on items that are not on the agenda. Comments need to be addressed to the Board.
- No public comments.
- IV. FINANCIAL REPORTS  
A. Monthly expenses and revenues – Sandi’s report  
Data provided as of 04/11/2019 for period ending 04/30/2019.  
Motion made by Weins, 2<sup>nd</sup> by Lisica to accept financial reports as presented. Motion approved.  
B. Monthly Fund Report – City Printout –  
Report received dated 04/11/2019 for the period ending 04/30/2019.  
C. City Treasurer report –  
A report was not available.
- V. BUSINESS  
A. OLD  
1. Small kitchen area -  
Thomas updated progress with completion by purchase of refrigerator and microwave.  
2. MeLCAT decision  
Process will be implemented and evaluated. Checkout of MeLCAT loans will be done at the reference desk.  
3. Book Club decision  
Thomas will contact the group again in the upcoming winter to hopefully work out a plan.

B. NEW

1. DTE info

Letter with figures for LED lighting retrofit as part of DTE energy survey/project was received from Mike Jenkins (Project Manager) of LaBelle Electrical Contractors. Referred proposal to TPG for resolution.

2. 2019-2020 Budget

Preliminary work has been done with data collected. Final step will to finalize the figures.

C. OTHER

VI. ANNOUNCEMENTS, INFORMATION, ETC.

A. Program stats from April 2019 and upcoming events, programs

Library director highlighted event programs for March and distributed program calendar for April. The MPL Children's Room Newsletter for March 2019 was distributed.

B. Friend's Report – M. Willis

The Friends have adjusted their Second Hand Accessory Sale with Tea and Conversation on June 8<sup>th</sup> to raise money for the library.

Group is working on organizing the storage room with addition of shelving units.

C. Staff – Brianne Steele

Leaving.

D. Fine Free Weeks

The library will initiate a fine free week four times per year.

E. Other

VII. ADJOURN

. Meeting adjourned @ 9:36 pm

VIII. NEXT MEETING DATE - Wednesday May 22, 2019 @ 7:30 PM