

St. Ignace Public Library Board Minutes

110 W. Spruce St.

Sept. 12, 2017

Trustees Absent: Ruth Lachapelle

Convened at 5:10 PM

- 1. Approval (Including additions & amendments) of August minutes:** Mary Maurer moved/Elaine MacDonald second. All approved.
- 2. WebSite Project:** The director has been working with Jean Montgomery at Superiorland to finalize the layout and appearance of the webpage. The site will run parallel with the old site for a month or so to work out any bugs.
- 3. Bookdrop Canopy:** The City has agreed to construct the bookdrop canopy. They will begin after Labor Day and the actual supervision of the project will be under architect Rick Perry. Board asked Director to ask City DPW for an estimate of the construction costs for the canopy work.
- 4. Shelf Adjustment Boards:** There is a need for spacers behind the paperback books. Stock 2x4s will work for this. I estimate 14 12' 2x4s to do the job. Cost - \$75.00
- 5. New Front Signs:** Arrow Signs should erect the new signs the latter part of September. Director presented Board with bids for an electronic marquee. Board voted to accept the bid from Cook Signs of Marquette for the purchase and installation of a new electronic marquee. They also voted to move \$8,000.00 for this project from the current fund balance to line item -977 'Captial Outlay' in the 2017 budget. Moved by Martha Sjorgren/second by Mary Maurer. All approved.
- 6. Nautical Collection (Auto Ferries):** Project underway. Josh Grove working as paid intern to research and collect material.

New Business:

- 1. Director's Report:** August, as was July, a busy month at the Library. Most areas near or above last year's numbers. A bank deposit of \$670.48 was made on 9/8/17. In following the new City procedure for deposits, the Director took the money to the City Clerk's office. They then verified the amount and made the deposit. A deposit receipt was emailed to the Director for the Library's records.
- 2. Director Search plans:** Applicant Joanne Crater plans to be in St. Ignace Sept. 16, 17 & 18 to help her with a decision about the position. She plans to spend part of the time at the Library. The Board made plans to lunch with Joann Monday the 18th.
- 7. New Front Marquee:** Board voted to accept the bid from Cook Signs of Marquette for the purchase and installation of a new electronic marquee. Motion by Martha Sjogren/second by Mary Maurer, all approved.
- 3. Electrical Projects:** A list of various electrical projects for the fall was discussed. As usual, it is difficult to find an electrician to do our work during the summer months.
- 4. Payment of Bills:** Bills in the amount of \$2,780.52 submitted for Board approval. All approved.

Public Comment:

Adjournment: The meeting adjourned at: 6:12 PM Motion by Martha Sjogren/second by Loni Brown. All approved.

Next Trustees Meeting Date: Tuesday, October 10 at 5:05 PM in the library.

Friends of the Library Meeting: October 16, 2017 at 5:15 in the Library.