

## St. Ignace Public Library Board Minutes

110 W. Spruce St.

October 10 to November 14, 2017

**Trustees Absent:** Mary Maurer

Convened at 5:10 PM

- 1. Approval (Including additions & amendments) of October minutes:** Martha Sjogren moved/Ruth Lachapelle second. All approved.
- 2. WebSite Project:** Continuing work.
- 3. Bookdrop Canopy:** City DPW provided an estimate of the construction costs for the canopy work and will probably continue the project on into December.
- 4. Electrical Projects:** Rudyard Electric has completed several projects. The Board voted to have them install lighting to illuminate the letters on the side of the building (\$500.00) and install an outlet at the site of the new electronic sign. Lori Brown moved/Tarry Stowitts second. All approved.
- 5. New Front Signs:** Arrow Signs has erected the new signs the latter part of September. Cook Signs of Marquette installed the new electronic marquee. The new sign is fairly easy to use and all staff will learn to create messages. Quite a few positive comments on all the signage.

### **New Business:**

- 1. Director's Report:** October was a good month at the Library. Most areas near or above last year's numbers.
- 2. Director Search plans:** We have received two new applicants for the Director's position: Ann Alexander of Indianapolis, IN and Ted Gregory of Alanson (currently employed at the Mackinaw City Library.) The Board will interview each of these candidates December 15, 2017.
- 3. DDA Tax Capture:** This legislation is now law and the Board chose to implement the terms of the legislation in 2018. The Board will forgo asking for the capture money for 2017. The Director was asked to write a letter to the St. Ignace DDA outlining these decisions and to let them know that if there are future projects of mutual interest we would consider financial support.
- 4. Library Financials:** The Board approved the amended 2017 budget and also approved the budget submitted for 2018. Loni Brown moved/Kim Nowack second. All approved.
- 5. Clerical Wage Adjustment:** Library clerk Jill Eyre will receive back pay for time past her three year employment anniversary (Approx. \$400.00) and be placed at the top of the pay scale for her position. Tarry Stowitts motion/Loni Brown second. All approved.
- 6. Landscaping:** The Director spoke with landscaper Carol Bell about the areas beneath the trees in front of the building. She will evaluate the areas and report to the Board in the early spring.
- 7. Little Free Libraries:** Trustee Kim Nowack presented information on the little libraries that are becoming popular around the country. She will head a committee to decide on possible sites for some of these libraries.

**8. Deposits:** 11/13/17: \$10,743.25. (\$9,000.00 Penal Fine money)

**9. Payment of Bills:** Bills in the amount of \$7,709.52 submitted for Board approval. All approved.

**Public Comment:** The Board decide to hold the annual Christmas Dinner on Dec. 12 at Harrison's restaurant immediately after the Board meeting.

**Adjournment:** The meeting adjourned at: 6:55 PM.

**Next Trustees Meeting Date:** Tuesday, December 12 at 5:05 PM in the library.

**Friends of the Library Meeting:** January 15, 2017 at 5:15 in the Library.