

St. Ignace Public Library Board Minutes

110 W. Spruce St.

December 12, 2017 to Jan. 9, 2018

Trustees Absent: Ruth Lachapelle

Convened at 5:10 PM

- 1. Approval (Including additions & amendments) of December minutes:** Martha Sjogren moved/Loni Brown second. All approved.
- 2. WebSite Project:** Nathen Lyle will begin work in January and should be ready to go sometime in February.
- 3. Bookdrop Canopy:** City DPW has begun work on the book drop canopy. The cement columns are poured and the roof is under construction. Board members suggested a light in the canopy.
- 4. Tax Capture DDA:** The Director has submitted a letter to the DDA Board explaining the library's decision not to ask for the 2017 capture money and the desire to work together on projects of mutual interest in the future.

New Business:

- 1. Director's Report:** December saw a slow-down in activity at the Library. Several successful programs. Director attended the Moran Township Board meeting on the 6th and gave a brief report on Library activities. Will also attend St. Ignace Twp. Meeting.
- 2. Director Search plans:** Ted Gregory of Pelston (currently employed at the Mackinaw City Library) interviewed Dec. 15. Jody Halsey of Paradise Library will submit her resume. Joanne Crater, director at the Hudson Library, has asked to be reconsidered for the Director's position, and Catherine Yezak, a previous applicant, has again applied for the Director's position. The Board decided to make the cut-off date for applications Jan. 31 and begin interviews in Feb. They also changed the ad to read ' Bachelor's' degree preferred. Also to consider tuition support for degree work in the field of Library Science. The Board will meet Feb. 6 at 5 PM to review applications.
- 3. Employee's Pay Increase:** The Board voted to approve Library employee's pay by 2% beginning Jan. 1, 2018. This is based on City employee's pay schedules. Moved by Mary Maurer/second Kim Nowack. All approved
- 4. Annual Report to the Board:** The Director submitted the Annual Report to the Board for their approval and will submit the approved copy to the City Council Feb. 5 and also present a copy to each of the townships. All approved.
- 5. Heat Mat Purchase:** The Director suggested purchasing a heat mat similar to the one at the book-drop area for the main walkway to address the ice and snow issues there. Price would be \$2,856.00 for a 4 x 20 foot mat. Rudyard electric will attend to the necessary electrical connections. Moved by Loni Brown/ second by Martha Sjogren. All approved.
- 6. Old Marquee:** The Director asked Arrow signs attach the marquee to the side of the building by the book drop. It will be used to display hours and other long-term information.

7. Deposits: 12/29/17: \$4,260.86. 1/5/18: \$3,896.12

8. Payment of Bills: Bills in the amount of \$4,045.47 submitted for Board approval. All approved.

Public Comment: Kim Nowack provided information on the changes at Superiorland Cooperative.

Adjournment: The meeting adjourned at: 6:45 PM.

Next Trustees Meeting Date: Tuesday, Feb. 13 at 5:05 PM in the library.

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