

## St. Ignace Public Library Board Minutes

110 W. Spruce St.

February 13, 2018

Meeting opened at 5:12 pm. Absent: Lori Brown, Ruth Lachapelle, Mary Maurer.

### Old Business:

1. **Approval (Including additions & amendments) of January 2018 minutes:** Moved by Martha Sjogren/2<sup>nd</sup> Elaine MacDonald. All approved.
2. **Web Site Project:** Mock-up of main web page. Director presented the mock-up of the primary web page. Change-over should take place in March.
3. **Book Drop Canopy:** City has installed a temporary roof on the canopy and will replace it with the designed roof in the spring. The canopy appears to be doing what we hoped it would.
4. **Annual Report:** The Director will present the Annual Report to the City Council Feb. 19.
5. **Old Marquee:** The old marquee has been relocated to the parking lot side of the building and will be used to display library hours and future events. Has had good comments.
6. **Heat Mat:** The new heat mat has been wired and installed on the main walkway. It is working as anticipated and providing an ice-free path to the entrance door. Again, good comments.
7. **Ferry Boat Exhibit:** The Director showed the Board a mock-up of the display boards to be used in the Straits Car Ferry Exhibit. He also explained that he was going to make presentations to various clubs in town to promote the exhibit and to ask if they would consider sponsoring a plaque. Already have three sponsors. There will be 9 plaques altogether.

### New Business:

1. **Director's Report:** January 2018 was better in most categories than last year, with a few not quite as good. A good month overall for visits and circulation.
2. **Director Search plans:** There are 5 applicants to be considered. The Board will meet Monday Feb. 19 at 1:00pm to select candidates and review interview questions. They plan is to arrange interviews on March 9 during the day.
3. **Final 2017 Financial Report:** Director explained the library's financial position at the conclusion of the 2017 year. The Board approved moving \$5,000.00 from the fund balance to the depreciation account. This will bring that account total to \$10,000.00. Moved by Martha Sjogren/2<sup>nd</sup> by Tarry Stowitts. All approved.
4. **Library shelving:** The Director has contracted for shelving construction in the library storage room and a book display cabinet in the kid's section. (This will be mostly paid for with a Friends' grant.)

- 5. Presentation Equipment:** It has been suggested that in light of the increase in events and programming, we should consider a sound system – speakers & microphones. The Director was instructed to research possible equipment that would be suitable for the library.
- 6. Payment of Bills:** Bills in the amount of \$9,987.68 submitted for Board approval. All approved.
- 7. Deposits:** 1/30/18 - \$3,946.73. 2/12/18 – 3,582.29

**Adjournment:** The meeting adjourned at: 6:03

**Next Trustees Meeting Date:** Tuesday, March 13, 2018 at 5:05 PM in the library.

**Friends of the Library Meeting:** April 16, 2018 at 5:15 in the Library.