

SALEM-SOUTH LYON DISTRICT LIBRARY BOARD OF TRUSTEES
Minutes of Regular Meeting
Monday, March 28, 2016

President: Deborah Mroz
Vice-President: Linda Hamilton
Treasurer: W. David McNeill
Secretary: Amy Randall-Ray
At large: L. Petroskey, J. Quigly, J. Salvatore
Director: Doreen Hannon

Minutes of the Regular Meeting of March 28, 2016.

A. Call meeting to order and verify quorum.

President Mroz called the meeting to order at 7:00 PM in the meeting room of the Salem-South Lyon District Library. Present: Hamilton, McNeill, Mroz, Petroskey, Quigly, Randall-Ray, Salvatore, Director Hannon, Recording Secretary K. Hutchinson (staff rep).

Visitors: Jeanette Benson, Trustee of the Friends of the Library

B. Approval of Agenda:

D. Mroz motioned to add under New Business: Item#3: Digital Road Sign; to add under Old Business: Item#1: Policy 600. L. Hamilton motioned to approve the agenda with additions, D. McNeill seconded. Motion carried unanimously.

C. Approval of Past Minutes:

Motion to approve the minutes from the February 29 Regular Board Meeting as amended was made by L. Hamilton and seconded by J. Salvatore. Motion carried unanimously.

D. Introduction of guests.

D. Hannon introduced the visitors.

E. Public Comment:

None.

F. Friends of the Library Report

Jeanette Benson reported the recent addition of 4 new book room volunteers but overall Friends' membership is down to 95 paid members. The Friends' gifted the library \$6,111.00 this month. Book sales and Amazon on-line book sales continue to do well. The garden opening is April 23. The next Friends' board meeting is May 12.

- G. Financial Report
D. McNeill presented the February 2016 financial report. The final debt payment will be made in April with the remaining balance from the debt fund going toward capital projects. Motion to accept the financial statements was made by L. Hamilton, seconded by J. Quigly. Motion carried unanimously.
- H. Payroll Report for February 2016
Motion to approve Pay 3 & 4 was made by L. Hamilton, seconded by D. McNeill. Motion carried unanimously.
- I. Board review of Bills and Credit Card Purchases for February 2016
Motion to approve checks 14902-14932 was made by L. Hamilton, seconded by Amy Randall-Ray. Motion carried unanimously.
- J. Director Report
D. Hannon's report was reviewed and filed.
- K. Staff Reports:
- Public Relations Report
Submitted for board review and filed.
- Adult Services Report
Submitted for board review and filed.
- Youth Services Report
Submitted for board review and filed.
- Property Manager Report
Submitted for board review and filed.
- L. Committee Reports:
- Advocacy/Fundraising:
The next meeting for euchre planning is April 6. L. Hamilton mentioned that she received a complaint from a euchre participant regarding the number of payouts. Suggestion to have an exit poll distributed to the participants at the end of the event.
 - Professional Development:
Nothing to report.

- Long Range Planning:
Nothing to report.
- Facilities Committee:
Chris DeBear of Library Design is currently working on the front doors and bathrooms and will submit his proposal in April.
- Policy Committee:
Nothing to report.
- Budget Committee:
Presenting under New Business.
- Compensation Committee: Next meeting April 14th

M. Correspondence & Communications:

1. MLA Advocacy update.
Doreen contacted the senators from Green Oak, Salem Township & South Lyon thanking them for supporting libraries with their vote.
2. Student appreciation letter
3. Appreciation letter SCORE Ann Arbor Chapter

N. Old Business:

Policy 600: There is 100% participation in the commitment to serve paperwork.

O. New Business:

1. Draft budget for 2016-2017.
D. McNeill and D. Hannon presented the draft budget. L. Hamilton would like staff concerns about Sunday hours documented and addressed before the matter becomes an action item on the agenda. L. Hamilton expressed that she does not believe that it should be included in the new budget until we have approval to implement, which at this time we do not. Budget will continue to address the fiscal impact.
2. Question from LTPL regarding non-resident fee.
The board's opinion is that conditions have not changed so any discussion of the non-resident fee is premature. The SSLDL board voted unanimously to uphold the user fee.

3. Digital Road Sign. Due to the cost of the project, it is necessary to obtain sealed bids. D. Hannon will place the legal ad in the South Lyon Herald in the April 14th edition. Bids will be received until 12 p.m. April 21.

P. Board Comments:

Amy Randall-Ray asked about the possibility of the architect, Ron Cieslak visiting the board to consult regarding upcoming renovations. With the four improvement projects ongoing it was decided to postpone inviting Mr. Cieslak until the summer.

L. Hamilton updated the board on the conversations with the Washtenaw County Road Commission and the proposed turn lane. Salem Township has asked the road commission to reevaluate their costs projection and to provide the engineering for the project.

Amy Randall-Ray thanked the library for hosting the SL East robotics team. L. Hamilton and J. Salvatore thanked the budget committee for their work. L. Petroskey thanked D. Hannon and K. Hutchinson for their work on the budget. D. Mroz thanked the library staff for all their hard work.

Q. Adjournment:

The meeting was adjourned at 9:05 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes of a regular meeting of the Salem-South Lyon District Library, Counties of Oakland and Washtenaw, State of Michigan, held on March 28, 2016, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Respectfully submitted,

Kathleen Hutchinson, Recording Secretary

Reviewed for submission by A. Randall-Ray, Library Board Secretary