

SHIAWASSEE DISTRICT LIBRARY BOARD  
REGULAR MEETING  
MINUTES  
JUNE 26, 2019

PRESENT: ROBIN FREDRICK, VICE PRESIDENT  
JOAN AUE, SECRETARY  
DENICE GRACE, TREASURER  
CINDY GARBER  
ELAINE KUCHAR  
SARA PETTIT  
ROBERT TEICH, JR.

EXCUSED: ROSEMARY SCHULTZ, PRESIDENT

ABSENT:

STAFF PRESENT: MARGARET BENTLEY, NANCY FOLARON, JODI FOX, STEVEN FLAYER

Fredrick called the meeting to order at 7:03 p.m.

Approval of the Agenda: Aue moved to approve the agenda with the additions of 8c (Bill Check Approval Procedure), 8d (Board Treasurer), and 8e (MML Workers Compensation Fund Trustee Vote); seconded by Kuchar; motion carried.

Minutes: Grace moved to approve the minutes from the April meeting; seconded by Aue; motion carried.

Citizen's Comments: None.

Financial Report: Flayer reported that the library is where it should be for the budget; his only concern is with Owosso's operating supplies. Aue moved to accept the April and May financial reports; seconded by Grace; motion carried.

Director's Report: The City of Owosso has budgeted \$30,000 for air conditioning at the Owosso Branch. The book sales at both branches were successful. Grace moved to accept the director's report; seconded by Kuchar; motion carried.

Correspondence: None.

Publicity was passed around for board members to read.

Decisions:

Mid-Year Budget Review: Estimates for income, particularly for property taxes, was decreased, and corresponding decreases were made in expenditures. Grace moved to approve the 2018-2019 Mid-year Budget, specifically the Activities Page and to approve the Designated Funds as projected for November 30, 2019; seconded by Aue; motion carried.

2018 Audit Approval: A clean audit was presented in May. Grace moved to accept the audit; seconded by Aue; motion carried.

Bill Check Approval Procedure: Flayer distributed a copy of procedures for approval of the checks being generated to pay the library's bills, based upon recommendations by the auditors. Aue moved to approve the Bill Check Approval Procedure; seconded by Kuchar; motion carried.

Board Treasurer: As Grace's term ends at the end of June, a new treasurer needs to be elected. Aue volunteered to become board treasurer if someone took over the position of board secretary. Teich agreed to accept the secretary position. Grace moved to have Aue take the treasurer's job and Teich become secretary; seconded by Garber; motion carried.

MML Workers Compensation Fund Trustee Vote: Michigan Municipal League nominations for trustees were presented. Grace moved to accept the ballot as presented; seconded by Garber; motion carried.

Discussion:

Reports, Announcements:

Board Picnic: The picnic will take place in Durand at 6:30 p.m. on July 24<sup>th</sup> with a board meeting to follow at 7 p.m.

Durand Express: The digitization has been completed and returned to Folaron. It came in under budget.

Argus Press: 2005-2018 was sent to Smith Imaging; most was in pdf format and has been indexed. Film was sent for missing dates, and they should be completed in the next few weeks. U of M's Bentley Library is willing to allow us to use their film for digitizing earlier years.

Citizen's Comments/Board Open Discussion: Teich and the rest of the board thanked Grace for her 8 years of service on the board.

Adjourn: Grace moved to adjourn at 8:11 p.m.; seconded by Teich.

Joan Aue  
Board Secretary

Attachments:

Attachments to Original Only: Bills ChecksApproval Procedure