

Bridgman Public Library
Board Minutes
November 28, 2017 8:30 A.M.

Call to Order: 8:30 A.M.

Present: Board Members: Crocker, Hill, Janoskey, Kuypers, Noll, Siewert and Wilk.

Excused: Huff

Staff: Evans.

Agenda Revisions: None.

Guests: Susan Collins.

Public Comment: None.

Friends of the Library: Evans reported that the Friends would be participating in the Holiday Village on December 16th.

Committee Reports: None.

Lake Township Report: Wilk reported on Lake Charter Township's November 21st Meeting.

Director's Report: Evans demonstrated one of the library's new early literary devices, called LaunchPads, now available for checkout.

Approval of Minutes: Siewert made the motion to accept the Minutes from the October Board Meeting. Motion carried.

Treasurer's Report: In Huff's absence, Evans reported that revenue and expenses are in line with the budget.

Discussion Items: Strategic Planning: Evans reported that Sue Hall from Library Strategies met with the library's senior staff to develop the implementation plan. Strategies developed include purchasing a sign for Lake Street, hiring a space planner, redesigning the teen area, and creating a production studio for patron use.

Board Vacancy: The City vacancy will be filled by Susan Collins, a retired teacher from Marquette, Michigan. Susan moved to Bridgman in 2014 and is active in the Friends of the Library, as well as a volunteer reader at the Bridgman Elementary School. The Township vacancy will be appointed by Lake Charter Township Supervisor John Gast.

Action Items: Approve Bills: Crocker made the motion to pay the bills in the amount of \$39,096.56, second by Wilk. Motion carried. **2017 Audit:** Kruggel Lawton gave the library an unqualified opinion on the audit. The Finance Committee reviewed the document in detail with the auditor and recommended

the Board accept it. Siewert made the motion to accept the audit as presented, second by Crocker. Motion carried. **Election of Officers:** Hill will serve as President, Kuypers as Vice-President, Huff as Treasurer and Wilk as Secretary. Kuypers made the motion to accept the slate of officers as presented, second by Crocker. Motion carried. **Approve 2018 Meeting Schedule:** Janoskey made the motion to change the Board Meeting start time to 9:00 A.M., beginning in January, second by Kuypers. Motion carried. **Approve Roof Bid:** Evans reported that a roof leak caused damage to the Community Room ceiling. Future Construction estimates the cost of the repair will not exceed \$1,800. Wilk made the motion to accept Future Construction's bid, second by Janoskey. Motion carried.

Communication and Correspondence: Evans sent an email to those who made donations to the library in Phyllis Zacha's memory with photographs showing children using the newly purchased children's furniture.

For the Good of the Library: None.

Time of Adjournment: Hill adjourned the meeting at 9:12 A.M. The next meeting will be held on December 19th at 8:30 A.M.

Respectfully submitted by
Cindy Gast

Approved by the Secretary: Carol Ann Siewert Date: 12-19-17