



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
MARCH 23, 2017
CARNEGIE LIBRARY, CLARE H. SERGEANT AUDITORIUM, 244 W. MICHIGAN AVE.,
JACKSON, MI**

President Heather Albee-Scott called the meeting to order at 6:00 p.m.

ROLL CALL:

Board Members Present: Heather Albee-Scott, Jacqueline L. Barber, Elli E. Blonde, Darrell J. Durham, and Theodore R. Kolman

Board Members Absent: Beverley G. McGill (Excused)

(Note: David Zuleski has resigned and this seat is vacant awaiting appointment by the City of Jackson.)

Director: Sara Tackett

Staff Present: Vicki Baldwin, Liz Breed, Lorraine Butchart, Jean Dailey, Sarah Hashimoto, Andy Lane, Donna Smith, Michael Way and Danah Wayne.

Others Present: Monica Bouman, Cody Cratsenburg. Public attendance sign-in sheet attached to official minutes.

Consent Calendar: Moved by Ted Kolman, supported by Elli Blonde, that the consent calendar be approved as presented, inclusive of the minutes of the Annual and Regular Meetings of January 26, 2017, and the Gifts and Donations and Personnel Actions for January and February, 2017. The board members made note of all the gifts and donations that had been received the past couple of months. Motion carried unanimously.

Public Comment: There was no public comments.

Special Announcements/Presentations: Sarah Hashimoto, Henrietta and Summit Branch Manager, presented information about the staff and programs at both branches. Highlighted programs and activities included crafts, musical programs, Reading Month activities, Harry Potter Week, Lego Camp and Book Tasting. Both of the branches are in tune with their communities and in the way they meet the needs of their patrons. Recently the staff from both branches came together and planned Storytime for the entire year for both in and out of branch programs. The board thanked Sarah and her staff for all their efforts.

Current Bills: The current bills were presented and reviewed. Moved by Ted Kolman, supported by Elli Blonde, to approve the current bills for January and February 2017 as presented. Motion carried unanimously.

Financial Reports: The current financial statements were presented and reviewed. Moved by Elli Blonde, supported by Jackie Barber, to approve the current financial reports for January and February 2017 as presented. Motion carried unanimously.

Committee Reports:

Executive Committee: Heather Albee-Scott reported that the Executive Committee met on February 9, 2017 to set their meeting schedule for the year and discuss organizational issues. They also have arranged for the Woodlands Cooperative Director, Kate Pohjola Andrade, to present at the May 11, 2017 JDL Board Study Session to discuss Library Board Roles and Responsibilities and the Open Meetings Act.

Finance Committee: Ted Kolman reviewed the minutes from the March 20, 2017 Finance Committee meeting which included discussion regarding the MERS Defined Benefit Plan, Tax Capture Relief, Personal Property Tax, Audit, Post-Retiree Health Care Benefits and current finance reports.

Director's Report and Activities: Sara Tackett highlighted activities at all the branches for January and February as presented in the Board informational packet. She also noted that the contractor has reported that the balcony at the Concord Branch is structurally sound. JDL will be receiving estimates to refurbish and raise the balcony railing at the Concord Branch.

Statistics: Circulation numbers, computer usage and patron visits were reviewed. Sara noted that everything is going well. The Digital Content has decreased due to the fact that Tumble Books made some changes and users were blocked. This issue has been resolved and future use should return to normal.

Old Business:

Woodlands Library Cooperative: The report on the Woodlands Library Cooperative meeting from Liz Raduazo was included in the Board informational packet.

Friends of the Jackson District Library: Heather reported that she had attended the March Friend's meeting and she encouraged all JDL board members to join the Friends of the JDL. They are an active group who support library functions. Currently they are seeking donations for the book sale to be held in April.

Young Poets Contest: Jean Dailey reported that close to 900 entries were received for the 2017 Young Poets Contest representing 30 schools and 33 homeschool students. Lisa Wheeler is this year's Guest Poet and will be visiting schools from May 15-17 along with presenting a Family Night Program on Monday, May 15th and participating in the Awards Ceremony on Tuesday, May 16th.

Jackson Storyfest: Approximately 47 schools will be participating in Jackson Storyfest from May 3-6th which represents approximately 15,500 students. Jean reported that we have contracted with 25 tellers to present at the schools as well as public performances. Jenifer Strauss will be featured at the Silver Tales for the Young at Heart to be held Thursday, May 4th at 10:00 a.m. at the Ella Sharp Museum Community Rooms. This year's headliner, Christopher Agostino, will present at the Friday Evening Concert on May 5th at the Michigan Theatre with his StoryFaces – Tales of Transformation and Wonder program. He will be joined by Featured Guest Corinne Stavish for this 7:30 p.m. show.

Other: There was no other Old Business.

New Business:

National Library Week: Sara distributed a flyer featuring some of the activities for National Library Week – Libraries Transform, to be held April 9-15, 2017. We have some great musical programs at the branch Open Houses.

MERS Pension Plan: Ted Kolman reviewed the discussion from the Finance Committee meeting regarding the options available to the library to consider for reducing the unfunded liabilities. After reviewing the various scenarios and JDL's current financial condition, the committee is recommending that JDL pay the total unfunded liabilities for the MERS Pension Plan. Moved by Elli Blonde, supported by Ted Kolman, to accept the Finance Committee's recommendation to pay the total unfunded liabilities for the MERS Pension Plan. Roll Call Vote: Albee-Scott – Yes, Barber – Yes, Blonde – Yes, Durham – Yes; Kolman – Yes. Motion carried unanimously.

Napoleon Lease Renewal: This item is still being reviewed and will be brought before the board at an upcoming meeting.

Other: There was no other New Business.

Communications: Communications were included in the board informational packet.

Trustee Comments: There were no trustee comments at this time.

Moved by Ted Kolman, supported by Elli Blonde, that the meeting be adjourned at 6:53 p.m. Motion carried unanimously.

Respectfully submitted,

Theodore R. Kolman
Secretary/Treasurer

(Jean Dailey, Recorder)