



## MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

May 24, 2018

CONCORD LIBRARY, 108 S. MAIN ST., CONCORD, MI

President Elli Blonde called the meeting to order at 6:00 p.m.

### **ROLL CALL:**

**Board Members Present:** Elli E. Blonde, Beverley G. McGill, Anthony F. Raduazo, and William C. Jors

**Board Members Absent:** Heather Albee-Scott (excused), Jaqueline L. Barber (excused), and Shane A. LaPort (excused)

**Director:** Sara Tackett

**Staff Present:** Vicki Baldwin, Danah Wayne Penny Peterson-Murray, Lorraine Butchart, Andy Lane, Mike Way and Tammy Dotson

**Others Present:** Scott McLane. Public attendance sign-in sheet attached to official minutes.

**Consent Calendar:** Moved by Anthony Raduazo, supported by William Jors, that the consent calendar be approved as presented, inclusive of the Regular Meeting of March 22, 2018, the Special Board Meeting of April 10, 2018, the Study Session of May 10, 2018, and the Gifts and Donations and Personnel Actions for March and April 2018. Motion carried unanimously.

**Public Comment:** There were no public comments.

**Special Announcements/Presentations:** Scott McLane, auditor for Markowski & Company, presented the 2017 Audit. The audit was a favorable one and he commended Vicki and her team for being well organized and prepared. Tammy Dotson, Concord and Hanover Branch Manager, presented information about the staff and programs of Concord. She discussed the Concord Harwood Conversations, renovations of the balcony and the upcoming play Concord would be hosting, as well as partnering with the Mann House for programming.

**Current Bills:** The current bills were presented and reviewed. Moved by Anthony Raduazo, supported by Elli Blonde, to approve the current bills March and April 2018 as presented. Motion carried unanimously.

**Financial Reports:** The current financial statements were presented and reviewed. Moved by William Jors, supported by Beverley McGill, to approve the current financial reports for March and April as presented. Motion carried unanimously.

**Committee Reports:** Committee Reports were included in the Board Informational packet.

**Director's Report:** Sara Tackett highlighted activities at all the branches for March and April as presented in the Board Informational packet. She also noted that March was Reading Month and National Library Week is in April and the branches were quite busy with programs and activities. She informed the Board that interviews for the Assistant Director's position will be held soon.

Anthony Raduazo moved, supported by William Jors to amend the agenda to include: the Eastern Branch Projects and the Brooklyn Corridor Improvement Authority. Motion carried unanimously.

**Old Business:**

Woodlands Library Cooperative: There was no report.

Friends of the Jackson District Library: It was reported that the Summer Cruise Nights would be starting. Strategic planning for June was also discussed.

City of Jackson Parking Lot: The proposal for the parking lot plot plan was reviewed.

Eastern Branch Projects: Anthony Raduazo moved, supported by Beverley McGill, to approve payment for renovation to meeting room and addition of manager's office. The total was \$29,355.00.

Other: There was no other Old Business.

**New Business:**

2017 Audit Report: William Jors moved, supported by Anthony Raduazo, to approve the 2017 Audit as presented. Motion carried unanimously.

OPEB Funding Policy: Anthony Raduazo moved, supported by Elli Blonde, to approve the OPEB Funding Policy. Motion carried unanimously.

Freedom of Information Act (FOIA) Policy: Elli Blonde moved, supported by Beverley McGill, to approve the FOIA Policy. Motion carried unanimously.

Summer Reading Program: Sara Tackett updated the Library Board on the Summer Reading Program beginning in June. She urged the board members to participate.

Young Poets Contest: Sara Tackett reported that over 700 entries were received for the 2018 Young Poets contest representing many area schools and homeschools. Brian Cleary was this year's Guest Poet and visited several schools as well as participated in the Award Ceremony held on Tuesday, April 17<sup>th</sup>.

Brooklyn Corridor Improvement Authority (CIA): William Jors moved, supported by Anthony Raduazo, to opt out of the CIA as allowed by Michigan law. Motion carried unanimously.

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 Anthony Raduazo, supported by William Jors, that the meeting be adjourned at 7:10 p.m. Motion carried unanimously.

Respectfully submitted,

Elli Blonde  
President

(Sara Tackett, Recorder)