



MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

January 24, 2019

CARNEGIE BRANCH LIBRARY, 244 W. Michigan Avenue, Auditorium

President Elli Blonde called the meeting to order at 6:07 p.m.

ROLL CALL:

Board Members Present: Heather Albee-Scott, Jacqueline L. Barber, Elli E. Blonde, William Jors, Erik Lyman, Beverley G. McGill, Shane LaPorte

Board Members Absent:

Director: Sara Tackett

Staff Present: Jason Shoup, Danah Wayne, Lorraine Butchart, Mike Askew

Others Present:

Consent Calendar: Moved by Heather Albee-Scott, supported by Shane LaPorte, that the consent calendar be approved as presented, inclusive of the minutes of the Budget Hearing December 13, 2018; minutes of the Regular Meeting December 13, 2018; Gifts and Donations December 2018; Personnel Actions December 2018; and Study Session Notes January 10, 2019. Motion carried unanimously

Public Comment: There were no public comments.

Special Announcements/Presentations: No special announcements or presentations.

Current Bills: The current bills were presented and reviewed. Moved by Jacqueline Barber, supported by William Jors, to approve the current bills for December 2018. Motion carried unanimously.

Financial Reports: The current financial statements were presented and reviewed. Moved by William Jors, supported by Erik Lyman, to approve the current financial reports for December 2018 as presented. Motion carried unanimously.

Committee Reports:

Finance Committee

William Jors shared the January Finance Committee meeting minutes. The discussion was focused on year end. The Audit will take place in March and board members may be asked to meet with the auditor.

Facilities Committee

The Facilities Committee did not meet this month

Personnel Committee

The Personnel Committee did not meet this month

Director's Report and Activities:

District Highlights: Sara Tackett highlighted activities at all the branches as presented in the Board informational packet. She also shared that early in January the Carnegie Branch held a celebration of Harry Potter's 30th anniversary. The branch had about 400 visitors on this day and the event was very well received.

Statistics: The year-end statistics show the highest number in circulation ever at the JDL. Automatic renewal is the reason for this. IT is hoping to track auto renewal vs. checkouts over the next year to see the trends. Also the statistics show a steady increase in virtual library use.



Update: Sara Tackett shared that the JDL and the Health Department received Learning Partner Grant for the Jackson Collaborative Network and will begin to hold community conversations in Springport using the Harwood model about the community aspirations this spring. The refresh at Summit is complete and has greatly improved the look and function of the branch.

Old Business:

Friends of the Jackson District Library: Karen Hawley is the new President. Their spring book sale is being prepped for and they are also working on a Friends Meet Friends event for spring. Membership for 2019 has increased.

Woodlands Update: Elli Blonde attended the January meeting and shared that she is on their Personnel Committee. She also shared that the coop is in the process of creating a toolbox to explain how penal fines work and how to educate those who deal with them. The Woodlands members love the JDL newsletter.

Other: None

At this time the motion to take a 10 minute break was made by William Jors and supported by Heather Albee-Scott.

The meeting resumed at 6:25pm. Roll Call was taken: Heather Albee-Scott, Jacqueline L. Barber, Elli E. Blonde, William Jors, Erik Lyman, Beverley G. McGill, Shane LaPorte

New Business:

2019 Mileage Rate: A brief discussion of the Federal Mileage Rate for 2019 showed that the rate increased to \$0.58 per mile. Moved by Shane LaPorte, supported by Heather Albee-Scott. Motion carried unanimously.

2018 Budget Adjustments: Sara Tackett talked briefly about the adjustments. There were no significant changes since the December 2018 meeting. Expense line was entered incorrectly in October 2018 (a number was left off) this correction is reflected in the budget adjustment. Moved by William Jors, supported by Jacqueline Barber. Motion carried unanimously.

City of Jackson Development Agreement Extension Request: Because the Agreement was not complete by the time of the meeting the Board voted to table the approval of the agreement until another time. A special meeting will be called to review the Agreement. Moved by Beverly McGill to table the discussion until a later date, supported by Heather Albee-Scott. Motion carried unanimously.

Trustee Comments: Heather Albee-Scott thanked the officers of the board.

Adjournment: Moved by Heather Albee-Scott, supported by William Jors, that the meeting be adjourned at 6:45p.m. Motion carried unanimously.

Respectfully submitted,

William Jors
Secretary/Treasurer
(Diane Anderson, Recorder)