

**Minutes of the Regular Monthly Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A meeting of the Alpena County Library Board of Trustees was called to order on Wednesday, January 16, 2019 at 4:02 p.m. by President Joseph Garber.

Present:

Trustees: Kim Krajniak, Ronald Meneghel, Marcia Aten, Tammy Thomson

Via Videoconference: Joseph Garber

Staff: Eric Magness-Eubank

Staff Excused: Beth DeCaire, Jessica Luther

Minutes: It was moved by Aten and supported by Krajniak to approve the Minutes of the December 19, 2018 meeting. The motion carried.

Treasurer's Report: The Treasurer's Report was reviewed and Garber directed that it be filed as presented, subject to final audit.

Review and Approval of Bills: It was moved by Meneghel and supported by Aten that the bills as presented be approved. The motion carried.

Friends Report: No representation from the Friends of the Library present.

Old Business: Joseph Garber changed the ascending order of business.

- A. 2019 Budget Modifications - It was moved by Thomson and supported by Ron Meneghel to accept the attached budget adjustments as presented. The motion carried.

New Business:

- A. Audit Selection - Attached letter on audit selection from Philip T. Straley was reviewed. Marcia Aten made a motion, and Tammy Thomson supported, to do a full standalone audit.
- B. Staff Notes - Eric Magness-Eubank wants to make adjustments in staff and hours due to various workloads. It will work with budget modifications. Further Report at next meeting. Motion to give Eric latitude to increase wages and job description not to exceed \$3,000. Moved by Ron Meneghel and supported by Kim Krajniak.
- C. Policy Review - Tabled for February's Meeting.
- D. In-service Date - March 5, 2019 the library needs to be closed for in-staff training. Motion made by Kim Krajniak and supported by Marcia Aten to close the library this day. The motion carried.

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E. Other -

- i.) Mini grant 1500 series of concert split with friends. Moved by Marcia Aten and supported by Ron Meneghel to split with friends. Motion carried.
- ii.) IRS mileage rate went up for mileage reimbursement. Marcia Aten made a motion and it was supported by Kim Krajniak to go with the new IRS mileage rate.
- iii.) 2500 Contribute campaign to have Joseph Garber write formal letter to Friends. Motion by Kim Krajniak and supported by Marcia Aten to send the letter. Motion carried.

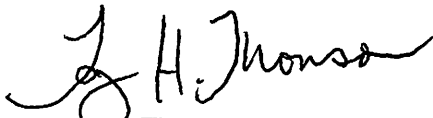
Old Business Continued:

- B. Building Project / USDA - How to move forward USDA Loan and millage dates. i.) Millage, 20 years to payback loan if it will be on the ballot May and August. Bond finances borrow from county another suggestion. One concern, deal with another another summer HVAC issues. February 12, deadline to be on the May ballot HVAC/USDA Loan. With May millage have November launch. For summer leave alone the HVAC, move to another location, or lastly add chiller to system. \$30,000 and tariffs could go up. One suggestion add temporary units of air conditioners and dehumidifiers to problem areas for summer. August election go into February to start. Could get chiller into May. Cost is 3.5 to 3.7 million for total project. 2.7 to 2.9 million for the USDA Loan. Quarter of a million to get done. Ballot language needs the USDA to approve, to approve millage and for their loan. A lot of "ifs" running into with dates and government shutdown. Eric Magness-Eubank will get with bond council to craft language for millage that the USDA approves of. Try to get on May ballot quarter of millage for 20 years.
- C. Siding - Board was briefed on siding updates.

Development Report: A written report was provided.

Adjournment: President Garber declared the meeting the meeting adjourned at 6:18 p.m. The next regular meeting is scheduled for Wednesday, February 6, 2019 at 6:00 p.m.

Respectfully submitted,



Tammy Thomson
Secretary



Eric Magness-Eubank
Library Director