

**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 Monday, January 16, 2017, at 4:05 p.m. by President Joseph Garber.

Present:

Trustees: Marcia Aten, Joseph Garber, Ronald Meneghel and Tammy Thomson

Via Telephone: Mark Hunter

Staff: Beth DeCaire, Susan Jacobs, Jessica Luther and Eric Magness-Eubank

Minutes: It was moved by Aten and supported by Meneghel that the Minutes of the December 7, 2016 meeting be accepted as presented. The motion carried.

Treasurer's Report: The Treasurer's Report was reviewed. Garber suggested aligning the dates of future Profit & Loss Budget Performance and Balance Sheets to reflect the prior month end balances and directed the current reports be filed as presented.

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

Friend's Report: With no representation present from the Friends of the Library, Magness-Eubank informed the Board of a recent donation received from the group in the amount of \$2,415.

Old Business:

- A. 50th Anniversary of the Library - Activities highlighting the upcoming anniversary are being planned including a gala event on June 10.
- B. Tax Recapture - With the recent passage of a tax recapture bill, the Board now has the authority to determine if approximately \$2,800 in tax money will stay at the Library or go to the Downtown Development Association.
- C. Staff In-service - It was moved by Aten and supported by Thomson to close the Library on February 7 for staff in-service training. The motion carried.

New Business:

- A. Policy Review Meeting - Magness-Eubank will recommend policy changes for Board review next month in order of difficulty from least to most.

- B. State Aid/Annual Report – Magness-Eubank will present a summary to the Board and County Commissioners in February.
- C. 2017 Budget Revisions – Two expense categories, Friends of the Library and Community Foundation of Northeast Michigan, were omitted from original budget and will need to be added for approval next month.

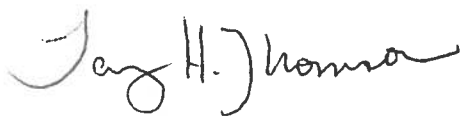
Luther gave an update on LIF stating overall campaign proceeds dating 11/1/16 to present total \$17,675 which include Giving Tuesday and an unexpected sizable donation from a Library patron. She also encouraged Board attendance at future large scale events/programs.

It was moved by Garber and supported by Meneghel to schedule a Special Board Meeting on Tuesday, January 24, 2017, at 4:00 p.m. to review updated building remodel proposals. The motion carried.

Building plans were briefly discussed as a preface to Tuesday's Special Meeting.

Adjournment: President Garber declared the meeting adjourned at 5:45 p.m. The next regular meeting is scheduled for Monday, February 20, at 4:00 p.m.

Respectfully submitted,



Tammy Thomson
Secretary



Beth DeCaire
Recording Secretary

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

Call to Order: A special meeting of the Alpena County Library Board of Trustees was called to order on Tuesday, January 24, at 4:10 p.m. by President Joseph Garber.

Present:

Trustees: Marcia Aten, Joseph Garber, Tammy Thomson

Via Telephone: Mark Hunter

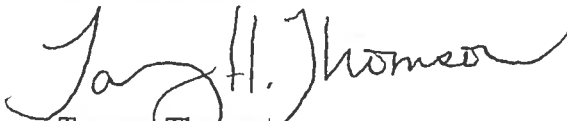
Staff: Beth DeCaire, Susan Jacobs, Jessica Luther and Eric Magness-Eubank


Absent: Ronald Meneghel

Master Plan Base Option - First and Second Floor from Quinn Evans Architects was distributed and discussed. Final cost estimates for the plan were not available at the time of the meeting, but are anticipated within the next week. Magness-Eubank will coordinate a special meeting in which representatives from Quinn Evans are present to further discuss plan details.

Adjournment: President Garber declared the meeting adjourned at 5:20 p.m. The next regular meeting is scheduled for Tuesday, February 20, at 4:00 p.m.

Respectfully submitted,


Tammy Thomson
Secretary


Beth DeCaire
Recording Secretary