

**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, September 21, 2016 at 4:03 p.m. by Vice-President Marcia Aten.

Present:

Trustees: Marcia Aten, Ronald Meneghel and Tammy Thomson

Late Arrival: Joseph Garber (4:12 p.m.)

Excused: Mark Hunter

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

Minutes: It was moved by Thomson and supported by Meneghel that the Minutes of the July 26, 27, 29, August 17 and September 7, 2016 meetings be accepted as presented. The motion carried.

Treasurer's Report: The Treasurer's Report was reviewed. Magness-Eubank reported that projected income for 2016 is estimated to be approximately \$6,000 lower than anticipated. Total expenditures look okay, but some individual categories are higher than he is comfortable with. Future expenditures will have to be carefully reviewed. It was moved by Meneghel and supported by Garber that the report be filed as presented. The motion carried. Vice-President Aten turned the meeting over to President Garber.

Review and Approval of Bills: It was moved by Aten and supported by Thomson 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 reported that the group will be contributing funds toward the purchase of videoconferencing equipment, dispersing their newsletter and baking cookies for the upcoming author event.

Old Business:

A. Building Project

1. It was moved by Aten and supported by Thomson to Authorize Magness-Eubank to sign the contract for architectural services with Quinn Evans Architects pending attorney approval of the hold harmless against environmental issues clause. The motion carried.

2. Representatives from Quinn Evans will be present at the regular meeting on October 19. Magness-Eubank stressed to importance of attendance and asked that any members unable to attend notify him. Preliminary costs are expected to be presented at the November meeting.
 3. A grant of \$31,000 was awarded from Michigan Council for Arts and Cultural Affairs for HVAC system improvements.
- B. The new VOIP System has been installed. Once staff is trained, old phone lines will be converted over.
- C. Magness-Eubank distributed 2017 Budget Projected Income totaling \$1,107,600. He will coordinate a meeting of the budget committee.
- D. Approximately 200 tickets have been sold thus far for this year's Author in the Fall program featuring William Kamkwamba. Alpena Community College and Alpena Power Company will jointly be purchasing tickets for 100 students.

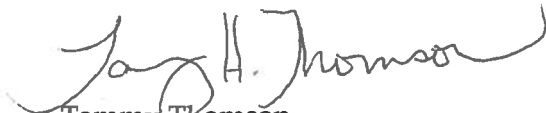
New Business:

- A. June 8, 2017 is the Library's 50th anniversary. A celebration committee will be formed to plan events.
- B. Magness-Eubank informed the Board of a proposal from the Downtown Development Committee regarding snow removal which could potentially cost the Library \$60,000.

Development Coordinator's Report: Luther shared that Due Unto Otters is the book selected for the StoryWalk project, a proposal for \$500 has been awarded from Community Foundation of Northeast Michigan to fund a pilot *1000 Books Before Kindergarten* program and that the Library has played a major role in planning and fundraising for this year's Alpena Book Festival scheduled for September 24.

Adjournment: President Garber declared the meeting adjourned at 5:41 p.m. The next regular meeting is scheduled for Wednesday, October 19, at 4:00 p.m.

Respectfully submitted,


Tammy Thomson
Secretary


Beth DeCaire
Recording Secretary