

**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, October 17, 2018 at 4:02 p.m. by President Joseph Garber.

Present:

Trustees: Ronald Meneghel and Tammy Thomson

Via videoconference: Marcia Aten, Joseph Garber and Kimberley Krajniak

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

Minutes: It was moved by Thomson and supported by Aten to approve the Minutes of the September 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. The group provided cookies and cider following Lynn Novick's presentation on October 11.

Old Business:

- A. Building Project – Magness-Eubank has sent correspondence to the Alpena County Commissioners of the intent to submit the USDA loan application, but the application itself has not been submitted. President Garber called a special meeting on Tuesday, October 30, 2018, at 4:00 p.m. to discuss the building project, specifically the HVAC system, which is in urgent need of repair or replacement to continue operating.
- B. Building Siding – Insurance adjusters have cited improper installation as the reason for the damaged siding on the shared portion of the building. Engineering and construction firms responsible for supervision of the installation will be informed of the findings and need for repairs prior to the winter months.
- C. Fall Programming – Tickets are selling fast for “An Afternoon with Mitch Albom” which will be held on November 3, 12:00 p.m., at the Fletcher Street Depot.
- D. Thunder Bay National Marine Sanctuary Agreement – Magness-Eubank has approached sanctuary officials to renew the expired agreement. Funds have not been received to support the Thunder Bay Research Collection from the entity since December 2010.
- E. Budget Adjustments – It was moved by Thomson and supported by Krajniak to approve the attached 2018 budget adjustments. The motion carried.

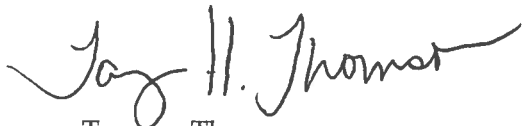
JH

Development Report: Alpena Book Festival held on October 13 was well attended. The first auxiliary program for Third Coast Conversations was held on October 15 with Jim Johnson speaking on Citizen Advocacy in Protecting the Great Lakes. The first community conversation is scheduled for November 14. Work has begun on the LIF campaign.

President Garber rescheduled the November Board of Trustees meeting to Monday, November 19, 2018, at 4:00 p.m.

Adjournment: President Garber declared the meeting adjourned at 5:17 p.m. The next special meeting is scheduled for Tuesday, October 30, 2018, at 4:00 p.m. and the next regular meeting is scheduled for Monday, November 19, 2018, at 4:00 p.m.

Respectfully submitted,



Tammy Thomson
Secretary



Beth DeCaire
Recording Secretary

Alpena County Library
Profit & Loss Budget Performance
January through October 2018

October 2018 Budget Adjustments

	Jan - Oct 18	Budget	\$ Over Budget	% of Budget	Adjustment	New Budget
Expense						
Increases						
727.002 · Thunder Bay Research Ctr	5,384.73	5,000.00	384.73	107.7%	500	5,500.00
729.002 · UPRLC/SIRSI fees	27,320.64	26,000.00	1,320.64	105.08%	1321	27,321.00
775.000 · Repair/Maintenance	17,001.28	17,000.00	1.28	100.01%	2500	19,500.00
970.001 · Library Capital Outlay	96,726.51	95,512.00	1,214.51	101.27%	1216	96,728.00
977.001 · Technology Replacement	2,122.29	2,000.00	122.29	106.12%	500	2,500.00
985.000 · Summer Book Club/Carnival Exp	9,590.81	8,000.00	1,590.81	119.89%	1592	9,592.00
Decreases						
730.000 · Merchandising Supplies	0.00	300.00	-300.00	0.0%	-250	50.00
894.000 · READ for Adults	925.31	3,000.00	-2,074.69	30.84%	-1000	2,000.00
977.000 · Equipment	2,124.35	4,500.00	-2,375.65	47.21%	-1500	3,000.00
986.000 · Special Events/Fundraising	0.00	1,000.00	-1,000.00	0.0%	-700	300.00
989.000 · Programs Expense	8,356.90	11,500.00	-3,143.10	72.67%	-2390	9,110.00
989.003 · Alpena Book Festival	716.26	1,500.00	-783.74	47.75%	-289	1,211.00
990.000 · Comm Found of NE MI Expenses	82.94	2,000.00	-1,917.06	4.15%	-1500	500.00