

**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, August 21st, 2019 at 4:06 p.m. by President Joseph Garber.

Present:

Trustees: Kim Krajniak, Ron Meneghel, Tammy Thomson

Via Videoconference: Marcia Aten, Joseph Garber

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

Friends of the Library: MaryAnn Crawford

Minutes: It was moved by Thomson and supported by Aten to approve the minutes of the July, 17th, 2019 regular board meeting. The motion passed.

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 Krajniak and supported by Meneghel that the bills as presented be approved. The motion passed.

Friends Report: Crawford reported that the book sale was very successful with revenue over \$5600. This revenue included tote bag sales and new memberships. Unsold books were packaged up to be shipped to Better World Books for resale.

Old Business:

A. Building Project/USDA

- i. **Millage-** The millage renewal successfully passed with 71% of the votes in favor of the ballot proposal. Voter turnout was low overall. The expenses for the election are still unknown, however Magness-Eubank anticipates them to be close to \$50,000.
- ii. **HVAC –** The unit has been delivered to Weinkauf. Magness-Eubank shared an updated outline of the costs for the project, projected to be at just under \$195,000. The frame to support the unit is anticipated to be completed in the next week.
- iii. **USDA Process Update-** A draft of the financial feasibility report has been sent to the USDA for review. Magness-Eubank spoke with the bond counsel about next steps due to the type of governmental unit the library exists as, the financing will need to go through the county. A special board meeting will need to be scheduled in early September to discuss these next steps and public meetings on the design will also need to be scheduled. Magness-Eubank stated that he has a call scheduled with Quinn Evans next week and it is hoped that the project will be ready to bid by February 2020 if there are no major obstacles to this projected timeline.

- B. Siding Issue**- A copy of the report from Jeff Szukhent of FBM Sto Sales was reviewed. StoCorp recommends that the area be patched and painted. A discussion with Dr. Currier will need to be had to discuss next steps.
- C. Personnel Committee Meeting**- The committee recommended a pay increase for Tina St. John in recognition of the completion of her Master's Degree in Library and Information Sciences. It was moved by Meneghel with support from Aten that the increase be bestowed. The motion passed. Additional staffing discussions are ongoing.
- D. Summer Reading Program**- Magness-Eubank reported that the Carnival went well. He acknowledged the hard work put in by staff and the positive feedback on the lunches for staff and volunteers made by Marlo Broad and Beth DeCaire. He did share that there were issues with quite a few volunteers showing up, but commended the representatives from the National Junior Honor Society from Thunder Bay Junior High. He indicated that he and staff are looking at making a number of changes to the program itself. Participant numbers are lower than in past years which could be the result of multiple factors, including APS implementing their own summer reading program. He stated that the whole program needs to be refreshed beginning with the recording mechanism and incentive system.
- E. Kanopy**- The streaming program has had a soft launch and has been used 80 times in the past week.

New Business:

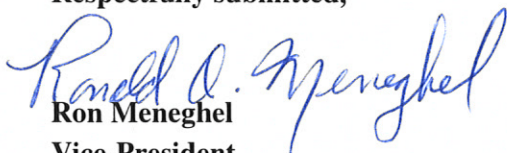
- A. 2020 Budget**- Magness-Eubank will be beginning preliminary work on the budget, he reminded the board that next year will require both an operational and capital projects budget.
- B. Burton Wright**- The former Board of Trustees member passed earlier in the year and designated the Library as a recipient for memorial donations.

Development Report: Luther reviewed the written report. Results from the MCACA Capital Improvement proposal should be forthcoming in the next month.

Other: Magness-Eubank shared that Senator Jim Stamas sent his congratulations on the success of the ballot proposal.

Adjournment: President Garber declared the meeting adjourned at 5:10 p.m. The next regular meeting will be Wednesday, September 18, 2019 at 4:00 pm.

Respectfully submitted,


Ron Meneghel
Vice-President


Jessica Luther
Recording Secretary