

Albion District Library Board of Trustees
Elsie Munro Room, Albion District Library
Minutes 2.10.14

Present: Kuhn, Pheley, Arndts, Barnes, Kondelik

Absent: Boyd, Bearman, Kocher

Public Participation: none.

The meeting was called to order at 6:07 pm by President Pheley.

1. Agenda reviewed, update on Marshall Libraries approved as amended. February minutes reviewed – revised member Bearman arriving at 6:45, revised minutes accepted.
2. Reports: Expenditure report reviewed. Kondelik moved to accept January financials, Barnes seconded – roll call: Kondelik-yes, Barnes – yes, Arndts – yes, Pheley – yes. Kondelik moved to accept February financials. Arndts supported – roll call: Arndts – yes, Barnes – yes, Kondelik – yes, Pheley – yes.
3. Director’s report reviewed.
4. Children’s Room, Teen and Adult Circulation reports reviewed and approved.
5. Local History Room report reviewed.
6. Circulation report reviewed.
7. Old Business – Little Free Library at Vision of Life discussed.
8. Election of Finance Committee Member. Arndts would elect Barnes, Kondelik supported, all voted in favor.
9. Certificate of Deposit cashing option discussed. Kondelik moved to table until April, Barnes seconded, all voted in favor.
10. Board reviewed by-laws I-IV – no need for vote.
11. Strategic planning session discussed. Elevator upgrade discussed. Marshall libraries – postponed.

New Business

12. Approval of Digitization Expense. Approval of estimate was made 2/19 prior to board approval. Finance committee member Barnes noted that this is in violation of policy, and advised director to in the future obtain board approval first. Barnes moved that the board approve (retroactively) the digitization expense of \$17,348, Pheley seconded. Roll call: Kondelik – yes, Barnes – yes, Arndts – yes, Pheley – yes.

Board comments:

13. Arndts reminded the director of employee manual revisions to be mailed prior to April meeting.

14. Director will check to ensure that late March is a safe date for tile construction.

Meeting adjourned at 7:30 pm

Respectfully submitted,
Arndts/smj