

Albion District Library Board of Trustees  
Elsie Munro Room, Albion District Library  
21 April 2016

Present: Seidl, Pheley, Arndts, Roberts, Behling, Stanczak, Gilg  
Absent: Grant  
Public: Jamie Bernard

The meeting was called to order at 6:05pm by President Arndts

#### Consent Agenda

1. Board revised the agenda, inserting a discussion of the partial day closure for professional development and the library's emergency conditions policy after the director report.
2. Motion to accept revisions to consent agenda by Roberts, 2<sup>nd</sup> by Seidl. Accepted.
3. Discussion of Jennifer Wood's presentation on local history room to the Business and Professional Women and of an annual library subscription to ancestry.com. Stanczak will look into the cost of such a subscription.
4. Motion to approve revised agenda by Seidl, 2<sup>nd</sup> by Pheley. Accepted.

#### Guests

1. Jamie Bernard provided an overview of and update on the Family Literacy Project. Overview included programing from May to September that will take place throughout the community.

#### Discussion Agenda

5. Stanczak and Seidl presented the financial report. Motion to approve both account balance and check disbursement by Gilg, 2<sup>nd</sup> by Behling. Pheley, yes; Behling, yes; Gilg, yes; Seidl, yes; Roberts, yes; Arndts, yes. Approved.
6. Finance Committee reported on lights in the staff parking lot, two of which have gone out; budget planning for 2017; upcoming millage; and future considerations. Seidl reported that an increase in the millage to 2.25 would enable library to restore past services (e.g. reopening on Sundays) and collections. Stanczak reported that there will be no Geek the Library campaign, due to challenges created by the program's having already been phased out nationally.
7. Stanczak updated the board on the millage and confirmed that the library may provide factual information regarding a ballot question to the public. She will prepare talking points for the board. Next board meeting will take place on 5 May 2016 at 6pm to approve ballot language for the millage.
8. Stanczak presented an update on the situation in Albion Public Schools. Board discussed annexation.
9. Stanczak provided director update with a focus on the power outage that occurred on 14 April 2016.

10. Board discussed emergency conditions such as power outages and affirmed that director must have the ability to close the library as she sees fit in such situations. Policy committee will meet to discuss the Emergency Conditions Policy.
11. Stanczak requested the ability to designate time for mandatory staff development to do intruder/live shooter training. Chief Kipp has expressed willingness to do such a training. Motion to give Stanczak the authority to schedule a professional development day and to delay opening to do so at a time that works best for our staff and the person who does the training by Pheley, 2<sup>nd</sup> by Gilg. All in favor. Approved.

Board comments.

1. There were none.
2. Motion to adjourn by Seidl, 2<sup>nd</sup> by Pheley. All in favor. Meeting adjourned at 7:55pm.

Respectfully submitted,

Jess Roberts, secretary