

Albion District Library Board of Trustees
Elsie Munro Room, Albion District Library
15 December 2016

Present: Seidl, Arndts, Roberts, Behling, Brown, Gilg, and Stanczak
Absent: Grant

The meeting was called to order at 6:10pm by President Arndts

Motion to revise consent agenda with the addition of update on Friends meeting by Gilg, 2nd by Seidl. Accepted.

Consent Agenda

1. Motion to approve the consent agenda by Roberts, 2nd by Gilg. Accepted.

Discussion Agenda

2. Stanczak presented check disbursement report and account balance. Motion to approve check disbursement report and account balance by Seidl, 2nd by Behling. Seidl, yes; Arndts, yes; Roberts, yes; Behling, yes; Gilg, yes; and Brown, yes.
3. Finance committee recommended the approval of 2016 Budget Amendment #2 (attachment #1), 2nd by Gilg. Arndts, yes; Roberts, yes; Behling, yes; Gilg, yes; Brown, yes; and Seidl, yes.
4. Personnel committee recommended the approval of the revised "Employee Policies and Procedures Handbook" as presented (attachment #2). Revision includes the removal of 4.2.4 and 4.2.7 and the renaming of the document (now "Personnel Policy Handbook"), 2nd by Seidl. Accepted.
5. Arndts read the minutes of the Ad Hoc Millage Committee (10/19/16).
6. Stanczak updated the Board on the Friends meeting.
7. Board authorized Stanczak to extend the contract with Bloom, Sluggett, Morgan by three months.
8. Stanczak presented the director's update.
9. Arndts read aloud section 4 of the "Open Meetings Act." Board had received a request to go into close session. Arndts moved Board go into closed session, 2nd Behling. Accepted.
10. Motion to go out of closed session by Gilg, 2nd Seidl. Accepted.
11. Motion to approve the contract for Stanczak for 2017 by Seidl, 2nd by Brown. Accepted.

Board Comments

12. Seidl thanked Harley Albrecht for his help cleaning up.

Motion to adjourn by Brown, 2nd by Seidl at 8:35pm.

Respectfully submitted,
Jess Roberts, secretary