

Albion District Library Board of Trustees Meeting
Elsie Munro Room
July 20, 2017

Meeting called to order at 6:04pm

Present: Arndts, Gilg, Seidl, Grant, Brown. Behling excused, Roberts absent, Director Stanczak excused.

Members of the public: Dr. Sheryl Mitchell, Albion City Manager.

1. A motion to approve the agenda as amended by Gilg, second by Seidl. Motion carried.
2. A motion to approve the consent agenda by Seidl, second by Brown. Motion carried.
3. A presentation was made by William I. Tucker IV on behalf of the auditing firm Abraham & Gaffney. Mr. Tucker shared the FY2016 final audit. Motion to accept audit report by Seidl, second by Brown. Motion carried.
4. The financial statement was presented by Seidl. Motion to approve the financial statement by Seidl, second by Brown. Roll call vote, five yes. Motion carries.
5. The finance committee presented the first FY2017 budget amendment with recommendation to accept. Because the motion comes from committee, no second is needed. Discussion. Motion by Seidl to increase the proposed budget amendment by \$5,000 in expectation of higher than anticipated HVAC costs, second by Grant. Roll call vote, five yes. Motion carries.
6. Personnel Committee Report: Recommendation to fill Administrative Assistant/Office Manager position at half-time. Discussion. Board requests job description and associated costs at 20 hours, 25 hours, and 29 hours. Topic tabled until August meeting. Discussion of 2017 updated director goals tabled until August meeting.
7. Discussion of the Friends of the Library, and their role as it relates to the Library as a whole and the Board of Trustees. President Arndts will invite the Friends president to a future board meeting.
8. Director's Report was reviewed.
9. Public Comment: Dr. Mitchell shared that she has enjoyed working with Director Stanczak.

Motion to adjourn by Seidl, second by Grant. Motion carried. Meeting adjourned at 7:19pm.

Submitted by Secretary Carolyn Gilg.

CdS.