Albion District Library Board of Trustees  
Naomi Lane Room, Albion District Library  
May 17, 2018

Present: Gilg, Arndts, Brown, Rafaill, Roberts, Seidl, Grant  
Ex-Officio: Director Stanczak  
Public: None

Meeting called to order by President Gilg at 6:00 PM

Approval of Agenda

1. Amendments to agenda: DPIL review. Motion to approve agenda as amended by Arndts, second by Seidl. Motion Carried.

Consent Agenda:

2. Minutes of May 17 reviewed, and corrected. Motion to approve consent agenda by Arndts, second by Roberts. Motion Carried.

Discussion / Action Agenda – Old and New Business

3. Statistics: Ancestry stats can be collected from website. Library patron statistics (visits, active patrons, circulation) down from same time last year. Discussion of how to get better public participation and buy-in, i.e. buff up programs to re-engage public. Motion to accept by Seidl, 2nd by Arndts. All vote Yes.


5. Facilities Report: Building inspected by Facilities committee, following findings: Exterior of building okay, though maintenance needed in upcoming years. Front entrance walkway needs to be replaced, elevator needs replacement, and fire and security system needs to be updated. After several recent brownouts, the need for a generator or surge protection for HVAC units will be considered. Director will seek further information.

6. Building Security: Security and fire system was added in 1992, updated in 2003. Cannot be rezoned or more persons added to it. A new security system can do both fire and security at a cost of no more than $5,000 from our current vendor, Comtronics, at no increase in monthly monitoring charges. Motion to accept upgrading to a new security system by Roberts, seconded by Rafaill. Roll call vote, Gilg Y, Arndts Y, Seidl Y, Brown Y, Grant Y, Roberts Y. Motion carried.

7. DPIL Investments: The two CDs comprising the $250,000 of the endowment are maturing in May and June. Question: revisit topic of moving DPIL endowment funds to Albion Community Foundation? Motion made to approve moving funds at maturity into DPIL savings account at Chemical Bank as a temporary measure until decision is made. Motion made by Roberts, seconded by Rafaill. Roll call vote: Gilg Y, Arndts Y, Seidl Y, Brown Y, Grant Y, Roberts Y. Motion carried.
8. *Special work session:* Director will reach out to Tim Krause at Albion Community Foundation to present at a special work session of the Board to be held on Monday, June 18, 2018 to discuss option.

**Director Update:** Cindy reports that $10,000 in grant money offered by Albion-Homer United Way for literacy program was accepted. Staff recently received training from Albion Department of Public Safety on how to identify illicit drugs and behaviors associated with their use by patrons. MeLCat is back up and running.

**Board Comments:** None

Next board meeting June 21, 2018 6:00 PM

Motion to adjourn by Roberts, seconded by Seidl. Meeting Adjourned at 7:28 PM