

**Albion District Library Board of Trustees  
Naomi Lane Room, Albion District Library  
March 28, 2019**

Present: Gilg, Seidl, Brown, Grant, Roberts, Rafail

Absent: Arndts

Ex-Officio: Director Cynthia Stanczak

Meeting called to order by President Gilg at 6:02 PM

Public Present: None.

**Approval of Agenda**

1. Amendments to agenda: None. Motion to approve agenda by Rafail, second by Roberts. All vote yes. Motion Carried.

**Consent Agenda:**

2. Motion to approve the Consent Agenda by Roberts, second by Rafail. All vote yes. Motion Carried.

**Discussion – Old and New Business**

3. Statistics: New people counter is in place and giving more accurate reading of library use. Statistics page has been revised to one page for Board members.

4. Financial Statement Review: Reports reviewed by James Seidl.

Check Detail: Item of note, check # 1407 to Homer was voided because it included an error. Check # 1410 reflects first payment to Otis Elevator for work being done. Motion to accept check detail by Grant, second by Roberts, Roll call vote, Gilg Y, Roberts Y, Brown Y, Grant Y, Seidl Y, Rafail Y. Motion carried.

Profit and Loss: Strike off item 901.00/Crestmark DPIL Endowment (as those funds were moved to 904.00/Albion Community Foundation DPIL). Motion to accept P&L by Rafail, second by Roberts, Roll call vote, Gilg Y, Roberts Y, Brown Y, Grant Y, Seidl Y, Rafail Y. Motion carried.

**6. Committee Updates:**

Facilities: Elevator upgrade behind schedule due to phone line needs to be moved, part for left hand door lock on back order, and fire-resistant flooring needs to be installed before inspection can take place.

Policy: will meet later.

Personnel: Will review Drug & Alcohol wording, and Pension/457 options.

Finance: Chair/Treasurer Seidl has secured a third member - Kitty Brautigan - for the committee.

7. Directors report: A copyright infringement suit brought against Albion District Library for use of a picture of two kittens from an internet copyright service. Director will keep board informed as to the outcome of said suit.

Requests the formation of an Ad Hoc Strategic Planning committee to gather stakeholder input on community/library needs and generate a usable document with input from the strategic planning retreat. Suggests composition of 2 library staff, 2 ADL Trustees, 2 Friends of ADL members, and Director Stanczak.

Next meeting on 04/25/2019 6:00 PM

Meeting adjourned at 7:15 PM