

**Albion District Library Board of Trustees
Naomi Lane Room, Albion District Library
December 13, 2018**

Present: Gilg, Arndts, Brown, Roberts, Seidl, Rafaill

Excused: Grant

Ex-Officio: Director Cynthia Stanczak

Meeting called to order by President Gilg at 6:05 PM

Public Present: Brian Eikenberry from Otis Elevator Company

Public Comment: NONE

Approval of Agenda

1. Amendments to agenda: Addition of year-end budget amendment. Motion to approve amended agenda by Rafaill, 2nd by Roberts. All vote yes. Motion Carried.

Consent Agenda:

2. Motion to approve consent agenda by Roberts, second by Arndts. All vote yes. Motion Carried.

Presentation:

Elevator Project: Brian Eikenberry from Otis Elevator Company Spoke to ADL Board about what changes will be made during modernization, and project length (should be completed within first quarter of 2019).

Discussion / Action Agenda – Old and New Business

3. Statistics/Library Hours of operation. Per the meeting in November, the ADL board has discussed, and found that eliminating Sunday, and shifting those four open hours to M-TH, and adding 3 hours on Sat. makes better use of Staff and Library resources. Motion to approve ending Sunday hours, opening M-TH at 9AM, and 10AM on Saturday. Motion by Seidl, 2nd by Roberts. All board members vote Yes. Motion Carried.

4. Financial Statement Review: Reports reviewed by James Seidl. Profit and Loss, Balance Sheet, Check Detail. Motion to accept financials by Arndts, 2nd by Roberts, Roll call vote, Gilg Y, Arndts Y, Brown Y, Roberts Y, Seidl Y, Rafaill Y. Motion carried.

5. Year-end Budget Amendment: Proposed amendment reviewed by Seidl and Director Stanczak. Recommended by Seidl and Finance Committee. Motion to adopt by Roberts, 2nd by Arndts. Roll call vote, Gilg Y, Arndts Y, Brown Y, Roberts Y, Seidl Y, Rafaill Y. Motion carried.

6. Committee Reports: Finance Committee met with Director on December 6 to work on year-end budget amendment. Personnel Committee will meet to set Director Goals for 2019.

Discussion of difficulty with term of Director's contract being January - December.

7. Director's Report: Mango Languages, funded by Woodlands Library Cooperative for all its 50 member libraries, coming soon to library website and catalog. Digital language learning resources with more than 70 languages and more than 20 ESL courses.

Discussion on changing day ADL board will meet. Nothing firm yet.

Board will seat 2019 members at January meeting.

Public Comment: NONE

Board Comment: Jim Seidl sworn in for 4 more years, and agrees to extend his position as Treasurer for 2 more years.

Meeting adjourns at 7:36 PM