

Forsyth Township Public Library Board Meeting
Tuesday, July 11, 2017
Donna Adams Community Room

Board Members Present: Donna Adams, Fran Lukkarinen, Kathy Archibald, Linda Buck and Elizabeth Robbins. A quorum was established.

Board Members Absent: Dwight Sunday.

Also Present: Forsyth Township Public Library Director Leslie Makela, Nicole Griewahn and Chris Adams, Forsyth Township Trustee Liaison to the Library.

1. Call to Order: President Donna Adams called the meeting to order at 3:30 p.m.

2. Approval of agenda: Motion by Fran Lukkarinen/second by Kathy Archibald to approve the July 11, 2017 meeting agenda as presented. Motion passed.

3. Public Participation (limited to 3 minutes per person): Nicole was very positive about Library services, programs and staff.

4. Approval of Minutes: Motion by Fran Lukkarinen/second by Kathy Archibald to approve the June 13, 2017 meeting minutes as presented. Motion passed.

5. Library Director Report:

* Please see written report.

* 147 children are participating in the SRP (Summer Reading Program)

* Superiorland Cooperative will contribute \$750 toward the total cost of the annual Rides fee (\$2,410).

* Director Makela will provide a book mark for distribution at the book sale, July 22, 2017.

* Staff member, Colleen McGarry will become Recording Secretary at the Tuesday, August 8, 2017 regular meeting.

* TruNorth is reviewing a technology grant request for \$3,000 to replace the balance of the Patron computers.

* 272 bookshelves are unsponsored.

6. Financial Report:

a. **May Financials:** May 31, 2017 fund balance is \$109,094.24.

b. **Modify Budget: Motion made by Donna Adams/second by Linda Buck to move the \$300 received from the Community Foundation of Marquette County, from Reimbursements to Grants.** Motion passed. **Motion made by Donna Adams/second by Kathy Archibald to move \$12,780 from Expense line, 956.1, Misc. To Expense line, 979, Capital Outlay - Bldg. and Improvement for a total of \$14,280.** Motion passed.

c. **Building status and current building issues - Parking Lot:** DPW has swept the parking lot but no longer does relining. Supervisor Boogren and Eric will contact the contractors working on the Clubhouse Parking area for an estimate of cost to reline. Director Makela will contact Jet-Black of Marquette for the cost to sweep and reline our parking lot as well as sealing for future reference.

d. **Approval of July bills: Motion by Fran Lukkarinen/second by Linda Buck to approve payment of the July bills in the total amount of \$3,169.62.** Motion passed.

e. **Status of Donations - Memorial Plaques:** Donations (Undesignated, Books, Designated and SRP), FY '18, total approximately \$900 as of June 30, 2017.

7. Unfinished Business

a. **Fundraising Activities:** The Fundraising Committee will participate with a Book Sale during Fun Daze, July 22, 2017. The Fund Raising Committee will finish Fun Daze with a Bag Sale. The Cook Book now has a name, "*Good Reading, Good Eating*". The cookbook will be available for the October Tea. The October Tea is Saturday, October 14, 2017. The theme for this year's Tea, "All Dressed Up" will be prom dresses.

b. **Short/Long Term Goals: Identify Next Goal -** The consensus of the Board was to work toward replacing the Community Room chairs, exhibit rails and window counter and protection rails for the electric heater.

8. New Business:

- a. **Review Donation Policy:** Kathy Archibald summarized her research into an alternative donation policy, particularly Friends of the Library and Library Foundations. Board discussion was helpful in directing the focus for the Policy Committee. The Policy Committee will meet to form a proposal for the Library Board.
 - b. **July/August Calendar:** Distributed
9. **Public Participation (limited to 3 minutes per person):** Chris Adams suggested that donation plaques be hung in the Community Room. Mr. Adams asked the Library Board to consider the window counter and baseboard heater protection a priority. Mr. Adams also volunteered to dispose of trash.
10. **Board Member Comments:** Linda Buck likes the window counter seating.
11. **Adjournment:** President Donna Adams adjourned the meeting at 4:49 p.m.

The next regular board meeting is scheduled for Tuesday, August 8, 2017 at 3:30 p.m. in the Donna Adams Community Room.

Respectfully submitted,

Donna Adams, President

Elizabeth Robbins, Secretary

Note: To help ensure a quorum at the next meeting, please contact Library Director Leslie Makela at 346-3344 if you are unable to attend.