

Forsyth Township Public Library Board Meeting
Tuesday, June 13, 2017
Donna Adams Community Room

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

Board Members Absent: None

Also Present: Forsyth Township Public Library Director Leslie Makela 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 Dwight Sunday/second by Kathy Archibald to approve the June 13, 2017 meeting agenda amended as follows: New Business: 8.c. Parking Lot. Motion passed.

3. Public Participation (limited to 3 minutes per person): None

4. Approval of Minutes: Motion by Fran Lukkarinen/second by Linda Buck to approve the May 9, 2017 meeting minutes as presented. Motion passed. **Motion by Kathy Archibald/second by Fran Lukkarinen to approve the May 24, 2017 Special Meeting Minutes as presented.** Motion passed.

5. Library Director Report:

* Please see written report.

* The Library Board was pleased at the continued increased usage of the Library.

* The Library Board discussed expansion of Saturday hours. Further discussion is anticipated after the summer months.

* Because of the high interest, a second Lego Club will meet Wednesday's from 2 p.m. to 3 p.m.

6. Financial Report:

a. **April Financials:** April 30, 2017 fund balance is \$68,775.20. **Motion made by Donna Adams/second by Dwight Sunday to modify the Revenue line, 699, Transfer from General Operating, to \$57,780.** Motion passed. **Motion made by Donna Adams/second by Kathy Archibald to modify Expense line, 956.1, Misc. Expenses to \$22,780.** Motion passed.

b. **Building status and current building issues:** The Forsyth Township Board approved support of the roof replacement. As soon as the roof has been replaced, Donna will follow up with "Signs Now" (approved April, 2017) to complete signage on the fascia of the original building.

c. **Approval of June bills: Motion by Donna Adams/second by Dwight Sunday to approve June bills of \$6,167.05.** Motion passed.

d. **Status of Donations - Memorial Plaques:** There is no longer room on the memorial plaques for new memorials. Leslie will move forward with the purchase of a plaque. A site will be prepared. The Policy Committee will review the current practice of recognizing gifts and recommend a Donation Policy.

7. Unfinished Business

a. **Fundraising Activities:** The Fundraising Committee will participate with a Book Sale, Fun Daze, July 22. The deadline for recipe collection has been extended to Friday, June 30. The October Tea is Saturday, October 14. The theme for this year's Tea, will be prom dresses.

8. New Business:

a. **SRP Kick Off:** Volunteers should start arriving at Gilbert Elementary School Wednesday, June 14 between 5:15 p.m. and 5:30 p.m. Magician Zvara will perform from 6 p.m. to 6:45 p.m.

b. **June/July Calendar:** Board likes having this reference.

c. **Parking Lot:** Leslie will call Eric, DPW to determine the possibility of cleaning and then relining the parking lot. A recommendation for resealing the parking lot will be posed to Architect Larson.

9. Public Participation (limited to 3 minutes per person): A reminder of renewal millages, August 8, 2017. 1 mil for Police, one-half mil for Ambulance.

10. Board Member Comments: None.

11. Adjournment: President Donna Adams adjourned the meeting at 4:19 p.m.

The next regular board meeting is scheduled for Tuesday, July 11, 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.