

LIBRARY BOARD MEETING MINUTES GARDEN CITY, MICHIGAN Approved

LIBRARY BOARD MINUTES FROM **March 11, 2014**

CALL TO ORDER

The meeting was called to order at 7:00 p.m. Present were Board members: Nancy Bailey, Drew McMechan, Nancy Schultz-Speck, Janet Smith, Paul Werhane, and Director James Lenze

Guest: Jackie Perrydore, **Susan Trottier**

Absent:

APPROVAL OF MINUTES

It was moved by Board member D. McMechan, supported by Board member J. Smith. Resolved: to accept the minutes of the Library Board meeting of February 11, 2014.

Ayes: Unanimous

DIRECTOR'S REPORT

It was moved by Board member J. Smith, supported by Board member N. Schultz-Speck. Resolved to accept the Director's report for the month as presented.

Ayes: Unanimous

BILLS

It was moved by Board member D. McMechan, supported by Board member J. Smith. Resolved to accept payment of monthly bills as presented

Ayes: Unanimous

UNFINISHED BUSINESS

- a. Strategic Plan: Call for a Special Board Meeting to discuss 5 year Strategic Plan on March 29, 2014, at 11AM
- b. Site Selection Update: Realtor Jackie Perrydore suggested that once the Building Fund has 501 (c) 3 status, we might be able to talk to K-Mart about the old Penske building
- c. QSAC Review: Lenze is reconciling the policy notebooks. Draft Employee Handbook will be considered at April Board Meeting
- d. Library Open House: April 25, Noon to 2PM. Kerry Partin has offered to broadcast like he did for Fire Department Open House
- e. Zinio: It was moved by Board member N. Schultz-Speck, supported by Board member N. Bailey. Resolved to approve joining TLN's ZINIO Group effective May 2014.

NEW BUSINESS

- a. Pay Scales: Director Lenze was directed to prepare a proposed budget based on starting salaries raised to \$17/hr. for Librarians, \$13/hr. for Library Aides, and \$10/hr. for Clerks.
- b. Preliminary Budget: Reviewed. Board asked for the following changes:
Starting pay for hourly employees to be increased as directed under pay scales above
Contingency Fund could be reduced to pay for increased costs.

OTHER BUSINESS

- a. Board Vacancy: Board asked Director Lenze to research what constitutes a "Conflict of Interest"
- b. Director Evaluation: Library Staff feedback deadline is March 31. Board Members should complete their evaluations by next meeting.

PUBLIC COMMENT

None

ADJOURNMENT

The meeting was adjourned at 8:30pm

Next Meeting (special): **Saturday, March 29, 2014 at 11 a.m.**

Next Regular Meeting: **Tuesday, April 08, 2014 at 7 p.m.**