

Schoolcraft Community Library Board

Minutes of Board Meeting of March 23, 2016

Tammie Clubb from the Kalamazoo Gospel Mission presented statistics surrounding homelessness in the Kalamazoo area and the services provided by the Kalamazoo Gospel Mission.

I MEETING: Called to order at 7:25 PM by Bell

II ATTENDANCE: Director VanRavenswaay, Bell, Bergland, Brooks, Gammill, Haas, Waldron, Willis

Absent: Swiat, Crissman

III AGENDA: Motion for approval of Agenda by Bergland, 2nd by Brooks. Motion carried.

IV MINUTES: Motion for approval of February 24, 2016 Minutes by Bergland 2nd by Haas. Motion carried.

TREASURER'S REPORT: Gammill reviewed banking information and presented a preliminary chart outlining the bank account activity (holdings) and incoming revenue noting that the average expenses are \$14,000 per month. There will be upcoming transfers of some maturing CD's as approved by the Finance Committee in the coming months.

APPROVAL OF BILLS (PAYABLES): VanRavenswaay reported that summer spending has started up. The Friends of the Library paid for one half of the payment of the recognition plaque to Crown Trophy. We are waiting on approximately \$10,000 in property tax revenue. Library contributions have come in at over \$12,000. Budgeted expenses were projected at \$177,000 and are at \$174,000 and budgeted revenue was \$174,000 and \$180,000 has been realized. Motion for approval of bills by Berland, 2nd by Brooks. Motion carried.

PUBLIC COMMENT: No public comments.

OLD BUSINESS:

Kalamazoo Gospel Mission presentation.

Board of Trustees recognition plaque and event date. Scheduled for May 11, 2016.

Policy reviews: VanRavenswaay provided updated policies from the February reviews (with exception of Computer Access and Wireless Access) to update our manuals. Individual trustees reviewed four policies as assigned. Motion to approve the four policies by Bergland, 2nd by Brooks. Motion carried.

NEW BUSINESS:

Annual Meeting in April. Will vote on officers at this time. VanRavenswaay will provide descriptions of board offices via email.

COMMITTEE REPORTS:

Facilities: No additional report.

Finance: No additional report.

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Finance: No additional report.

Personnel: No additional report.

Community Relations: Met on strategic plan. Communicated many upcoming events sponsored by FOL and the need for a library board member to attend the monthly Village Council meeting.

Technology: New server upgrade scheduled in April.

DIRECTORS REPORT: Director VanRavenswaay submitted report to the Board. Requested approval of the installation of the handicap front door but will also request funds from the Vicksburg Community Foundation and FOL. Motion to approve up to \$4,000 for installation of handicap front door by Waldron, 2nd by Bell. Motion carried.

Haas motioned to adjourn at 8:12 PM, 2nd by Bergland. Motion carried.

Respectfully submitted by Kathleen Waldron

NEXT MEETING: Wednesday, April 27, 2016