

SPARTA TOWNSHIP LIBRARY BOARD MINUTES

SEPTEMBER 8, 2015

Meeting was called to order by President Mary-Ann Meyer at 6:15pm. Also present were Tammy Rodriguez, Janet Hayes, Carol Keller, Library Director Lois Lovell, and Associate Director Debbie Poling. Absent were Lisa Budd and Jane Bosserd.

- Minutes: Correction on the minutes of Aug 11: Only 1 staff member has been hired and the existing staff members have taken the remainder of the hours. Tammy made a motion to accept the corrected minutes, Janet seconded it. Motion passed.
- Treasurers report: Carol
 - The bank balance for August was \$125,524.52 with \$3,007.17 in savings. Janet made a motion to accept the Treasurer's report, Tammy seconded it. Motion passed.
- Library Directors Report: Lois
 - Computer replacement final cost: Both computers are installed and running. To save money we bought used computers and the cost was \$2,578.32.
 - Amended policy
 - Bereavement: Tammy made a motion, Carol seconded it. Motion passed.
 - Request for use of community rooms
 - Needlework Club is using the Carnegie room
 - There was a request to rent a room for a bridal shower. It was discussed and the board decided not to rent it out for those events.
 - Staff changes: Jerri decided not to come back from medical leave.
 - Self check-out/library security
 - Quotes for the software: MK Solutions--\$28,000 for both the security and the self check out, \$5300 for only the self check out; Sentry Custom.com self check out only--\$6,500.
 - It was suggested to try to find a grant to pay for it. Lois is going to apply for the Sparta Community Foundation to pay a part of it.
 - Lois is going to check with other libraries if there is an interest in a group purchase for a discount.
 - Tammy made a motion to table the self check out and security and revisit it the beginning of next year. Janet seconded it. Motion passed.
 - Landscaping/Carnegie room door quotes
 - Two quotes for landscaping: Katerburg Ver Hage--\$7000; Clarks--\$5000.

- Janet made a motion to table the landscaping and revisit it the next budget year and replace the Carnegie room door instead, Carol seconded it. Motion passed. Lois is going to check with Gary Moody to replace the door.
- Millage Renewal 2016: Shirley Buursma is going to be at our October meeting to help us get started and give advice.
- Carpet Cleaning: The carpets will be cleaned on Sept 24.
- Old Business
 - Update painting/tile floor cleaning: Dane has painted the walls, the tile floor cleaning is on hold.
 - Survey of Township property north of library: The driveway to the north of the library is blocked by the Sparta Masonic Lodge. For safety reasons and use of the door for handicap for Carnegie room, we would like to know where the library's property boundaries are. Lois will talk to Dale.
- New Business: None

Motion by Tammy and second by Carol to adjourn. Meeting adjourned at 7:20pm.

Respectfully Submitted,

Janet Hayes, Secretary