

SPARTA TOWNSHIP LIBRARY MEETING MINUTES

FEB 9, 2016

Meeting was called to order by President Mary-Ann Meyer at 6:00pm. Also present were Lisa Budd, Tammy Rodriguez, Janet Hayes, Carol Keller, Jane Bosserd, Library Director Lois Lovell, and Associate Director Debbie Poling.

Motion was made by Lisa and seconded by Tammy to accept the minutes of December 8, 2015 meeting. Motion passed.

- Treasurers report: Carol
 - Corrected balance of \$101,340.82 for November statement
 - Bank balance for December was \$86,458.55 and \$3007.47 in savings. Janet made a motion to accept the corrected November balance and the December treasurers report, Jane seconded it. Motion passed.
 - Bank balance for January was \$101,076.27 with \$3,007.47 in savings. Tammy made a motion to accept, Lisa seconded it. Motion passed.
- Library Directors Report: Lois
 - Workman's Comp and Liability insurance
 - Workman's Comp is \$580.00 per year. It is already written and paid for.
 - Liability Insurance: still waiting for a quote.
 - Strategic plan 2016
 - Went through the strategic summary review for 2010-16. We have completed all of our objectives up to 2016.
 - Goals for 2016 are fresh paint and new bark at outside door of Carnegie Room; replace two library computers and update software; begin saving for Intragrated Library System; and continue installation of broadband.
 - Additional goal of landscaping the front of library and library park: Lois will ask to township if they will consider paying for this.
 - Carol made a motion to accept the goals found in strategic plan year 6 using millage funds, Janet seconded it. Motion passed.
 - Youth Report
 - Nicole, the Youth Librarian, gave a written report of what is going on for the Youth.
 - She has written a grant to the Sparta Community Foundation for \$1000 to replace the children's seating.
 - It was suggested that Nicole come in once a year to give a verbal report and occasionally give written reports.

- Chamber of Commerce
 - Lois attended the Jan 21 meeting and will try to attend more of them to help publicize the library.
- Adult Programs
 - Beat the Winter Blahs Reading Contest: going on Feb 1-March 30. 30 people have so far signed up.
 - Chroma Club: Open during library hours for coloring in the Carnegie Room. Materials, coffee and cookies provided.
 - Soap making in April
 - Suggestions for future adult programs: wine tasting or have Cellar Brewing come in
- Millage
 - Millage Committee has been set with Dwayne Pride, Jayne Kozal, and Rhonda Carlisle being on it besides the board members/staff.
 - We will be meeting with Shirley Buursma the first millage meeting.
 - Would like to change from 6 year millage to a 10 year millage. Lois is going to check with Shirley what the process is to change it.
- Old Business
 - Parking Lot: Lois met with business leaders at the Civic Center on January 26 about the changes of redoing the village parking lot.
 - Unemployment
 - Discussion on Beth Annable's FOIA request for her personnel file and the policy book.
 - Active Shooter Training: will be checking into a webinar.
- New Business
 - Roof
 - Roof is 32 years old and has been leaking. Gary Moody has looked at it and it needs to be replaced. Lois will contact Dale.
 - Windows in Youth Room
 - Windows have been leaking. They are only 2 years old. Lois will contact George Brown who had installed them to see if there is a warranty.

Motion was made by Lisa and seconded by Carol to adjourn. Meeting was adjourned at 7:40pm.

Respectfully Submitted, Janet Hayes