

## SPARTA TOWNSHIP LIBRARY BOARD MEETING MINUTES

**JANUARY 9, 2018**

President Mary-Ann Meyer called the meeting to order at 6:00pm. Also present were Carol Keller, Jane Bosserd, Janet Hayes, Library Director Lois Lovell, Associate Director Debbie Poling, and guest Jayne Kozal. Absent was Tammy Rodriguez.

Jane made a motion to accept the minutes of the Nov 14 meeting, Carol seconded it. Motion passed.

### ❖ Treasurers Report: Carol

- ❖ November Financial Report: Beginning balance 11/1/17: \$135,586.11. Total income with beginning balance: \$136,369.46. Total expenses: \$16,467.07. Ending balance: \$119,902.39.
- ❖ December Financial Report: Beginning balance 12/1/17: \$119,901.89. Total income with beginning balance: \$121,095.90. Total Expenses: \$16,180.03. Ending balance: \$104,915.87. Janet made a motion to accept both November and December's financial reports, Jane seconded it. Motion passed.

### ❖ Library Director's Report: Lois

- ❖ Meet and greet prospective board member, Jayne Kozal
- ❖ Pay for performance: The board in December okayed by email to give the staff a total of \$725 in gift cards and checks.
- ❖ Youth/Children Activities
  - Christmas program activity on Dec 2: At least 300-350 people attended.
  - Winter Story Time: Starts January 9 and goes through March 21. It is now 3 sessions a week on Tues and Wed.
  - Sensory Saturday: One Saturday a month in February, March, and April will be devoted to free and creative play. Money to fund this program donated by the Lions Club.

- Lego Club: One Monday evening a month in January, February, and March will be a fun time building with Legos. Participants will bring their own Legos.
- ❖ Fire Safety Policy: Carol made a motion to accept this new policy, Jane seconded it. Motion passed.
- ❖ Computer use policy: Carol made a motion to amend this policy, Janet seconded it. Motion passed.
- ❖ Beat the Winter Blahs: Adult reading program starts Feb 2 and goes through March 30.
- ❖ Great Start Parent Coalition: a parent café hosted at the library for parents and child care providers. It will be held Jan 16, Feb 20, and March 20. For special events the Civic Center will be used.
- ❖ Old Business
  - ❖ Names of people who are interested in the vacant board trustee position:
    - Jayne Kozal
    - Paul Schulz
    - Jennifer VanSyckle
    - Deb Willison
    - Ken Willison
    - Alan Hartman(Lois has not been able to reach him)
    - Interviews and vote at the February meeting
  - ❖ Smoke Alarms
    - Lois discussed with Dale Bergman about the our need for smoke/fire alarms in our building. She is now consulting with Fire Chief Jerry Bolen and getting quotes from companies
  - ❖ Replace tiles in the two foyers: Lois will be taking the quotes from the smoke/fire alarms and tile replacement to the Twp budget meeting on Feb 22 for discussion and to ask the township to pay for them.
- ❖ New Business
  - ❖ Debbie gave the board a thank you card for her 40<sup>th</sup> anniversary flowers.

Jane made a motion to adjourn, Carol seconded it. Meeting adjourned at  
7:30pm

Respectfully Submitted,  
Janet Hayes, Secretary