

SPARTA TOWNSHIP LIBRARY BOARD MEETING MINUTES

NOVEMBER 14, 2017

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

Jane made a motion to approve the minutes of the Oct 10 meeting, Tammy seconded it. Motion passed.

- **Treasurers Report: Carol**
 - Beginning Balance 10/1/17: \$119,420.13. Total Income with beginning balance: \$155,360.65. Total Expenses: \$19,774.54. Ending Balance: \$135,586.11.
Tammy made a motion to approve the October treasurers report, Janet seconded it. Motion passed.
- **Library Directors Report: Lois**
 - Great Start Parent Coalition Work Agreement: Went through it and okayed it.
 - 2018 Holiday Closings: After a clarification that the Friday after Thanksgiving is off because of Thanksgiving being on a Thursday and the library is always closed on Thursdays, Jane made a motion to approve the Holiday closings, Carol seconded it. Motion passed.
 - Emergency Incident
 - A patron who is diabetic went into an insulin reaction shock due to lack of eating. The library called 911 and he went by ambulance to the hospital. He is fine now.
 - Story Time
 - Story Time has been so popular that we are adding a third session a week in January. The schedule is: One session on Tuesday mornings and two sessions on Wednesday mornings.
 - Children's Christmas Activity: Free activity at the library on Dec 2, 10am-2pm. Activities will include a visit from Santa and Mrs. Claus, cookie decorating and a craft.
 - Staff meeting: Library will be closed on Dec 1 from 9am-11am for a staff meeting. Mary-Ann Meyer will do fire safety training and a refresh on active shooter training.
- **Old Business**
 - We need to bring it to the attention of the Village Council and the Township Board about events (such as the Celtic Fest and Gus Macker) blocking the

library's drive with trucks etc. during the library's open hours. Patrons did not have a place to park and therefore could not get in. Lois is going to call Elizabeth Morse, DDA Director to discuss it with her.

- **New Business**

- Lisa Budd has handed in her resignation as board member due to her job.
- Wednesday Nov 15, the library will be celebrating Debbie Poling' 40th anniversary as a library employee. There will be a cake reception to honor her.
- Thriftbooks.com: Jane would like the library to look into this.

Motion made by Jane and seconded by Carol to adjourn. Meeting adjourned at 7:15pm.

Respectfully Submitted,

Janet Hayes

Secretary