

SPARTA TOWNSHIP LIBRARY BOARD MEETING MINUTES

MAY 8, 2018

Meeting was called to order by President Mary-Ann Meyer at 6:03pm. Also present were Jane Bosserd, Deb Willison, Carol Keller, Tammy Rodriguez, Janet Hayes, Library Director Lois Lovell and Associate Director Debbie Poling. Guest: Bill Hayes.

Jane made a motion and Deb W seconded it to accept the minutes of April 10, 2018. Motion passed.

- Treasurers Report: Carol
 - April Financial Report: Beginning Balance 4/1/18: \$141,023.71. Total income with beginning balance: \$180,528.10. Total Expenses: \$24,056.74. Ending balance 4/30/18: \$156,471.36. Jane made a motion to accept the treasurer's report, Janet seconded it. Motion passed.
- Library Directors Report: Lois
 - Updates on hot water heater and tile
 - Hot water heater was installed on May 4.
 - Tile will be installed the week of June 4 and will take all week to install. The library will be closed at this time and open back up on June 11.
 - Staff pay during closing of tile installation
 - Lois recommended that employees would use PTO time or make up the hours for 2 of the days and 2 days would be paid leave. Jane made a motion to have the employees have paid leave (their standard pay) for 4 days (6/4-6/8) due to the installation of the tile. Lexi would be paid for Saturday, 6/9 due to her being the only employee working every Saturday. Carol seconded it. Motion passed.
 - Classic Phone installation
 - The library will be closed on Friday, May 11 from 9:00am-10:30am for installation of phone system and training.
 - Donation from Lara Swidwinski
 - Former employee Lara Swidwinski wants to donate a tree or plant in memory of her mother Ursula who passed away 10 years ago. Ursula was a patron of the library.
 - Lions Club donation: Donated \$1000 for youth programs.
 - Front Lawn: Waterworks will be spraying for weeds in the front lawn for a cost of \$40.
 - Book Sale: A book sale will be held during Town and Country Days.

- Old Business
 - Lori's Voice: Due to Lori Hastings injuries from a car accident , we will contact her later to be a speaker at the library in the fall.
- New Business
 - Cut branches in several library parking spaces. They were there for about a week. They are mostly gone now.
- Public Comment
 - Bill Hayes: Get with Liz Morse of Sparta DDA to discuss special events (Town and Country Days, Celtic Fest, Gus Macker) parking and not blocking the library.
 - Check with unemployment to see if they will cover time off during installation of tile.

Deb W made a motion to adjourn, Tammy seconded it. Meeting adjourned at 6:54pm.

Respectfully Submitted,
Janet Hayes
Secretary