

**Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
August 20, 2019**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, August 19, 2019, in the Shiras Room of the Library. The Meeting was called to order by President Anne Donohue at 5:06 pm.

Members Present: Anne Donohue, Patrick Myron, Carol Steinhaus, Andrew Dalian
Members Excused: John Mallo

TAC Member Present: Beth Linna, Skandia Township

Library Staff Present: Andrea Ingmire, Library Director; Rick Orr, Finance Director; Bruce MacDonald, Assistant Director/IT Coordinator; Heather Steltenpohl, Development Director; Sarah Rehborg, Youth Services Director; Samantha Ashby, Reference Department Director
Brett Bartlett, Administrative Assistant

The Agenda was approved as presented on a motion by Dalian. The motion was seconded by Steinhaus. Motion carried 4-0.

The Minutes of the July 16, 2019, meeting were approved on a motion by Steinhaus with support by Myron. Motion carried 4-0.

Public Comment – None

Township Advisory Council Report – Beth Linna reported that it has been a quiet year in Skandia Township, with approximately half the number of building permits issued as prior years. Linna did note that a used car lot will be coming to Skandia soon.

Financial Reports and Approval of Bills

Rick Orr presented the financial reports and bills for July 2019 in the amount of \$145,166.56 and addressed related questions and comments. Motion by Dalian to approve the bills. Seconded by Steinhaus and carried 4-0.

Board Action Items

- A. Investment Policy Statement** – On a motion by Steinhaus and supported by Myron, **the Peter White Public Library Board of Trustees moves to adopt the Investment Policy Statements as presented. These statements and a transition to managed portfolios will become effective on October 1, 2019.** Motion passed 4-0.
- B. Fiscal Year 19/20 – Budget Approval** – On a recommendation by Steinhaus, **the Peter White Public Library Board of Trustees moves to adopt the FY 19/20 Library Operating Budget as presented.** Motion seconded by Myron and passed 4-0.
This Operating Budget will be presented to the City of Marquette on August 28, 2019.
- C. Mike Potts – Tamarack Builders Boat Desk** – Ingmire informed the Board that Mike Potts presented the Library with an Invoice for \$9411. His company's bid was \$7400. Potts made it clear that he expected to be reimbursed only the bid amount of \$7400.

Discussion ensued on whether to pay Potts the full invoiced amount or the amount on the bid, or an amount in between, and the decision was made to split the difference. On a motion by Steinhaus and seconded by Dalian, **the Peter White Public Library Board of Trustees move to pay Mike Potts for the boat desk play area in the amount of \$8455.50.** Motion passed 3-0 with Myron abstaining.

Public Comment

Rehborg noted that patrons have been making many positive comments regarding the library renovations. The new renovated Youth Services area has functioned well for summer reading. The Programming Room has been a fantastic space.

Dalian remarked that he learned from the City Commission that the MACC is happy with their new space and has been experiencing an increase in the volume of people they serve.

Old Business

A. IdentoGo – Ingmire proposed opening negotiations with IdentoGo with agreement from the Board. The Library can opt out at any point during this process but will thoroughly investigate the opportunity to become an IdentoGo partner by beginning a pre-certification process. Ingmire addressed questions and comments related to partnering with IdentoGo.

B. Renovation Update – Ingmire reported that the Front Street stairs have been repaired and that Mohawk Flooring was in the Library to replace faulty carpet squares in the Teen area. The squares continued to pop and Mohawk will continue to work with the Library to address the problem.

The meeting room technology should be completed by Range Communications by 8/28/19.

The Emergency Lighting did not work properly during a recent outage and is being addressed.

New Business/Board Member Comment – None

Standing Reports

Staff addressed questions and comments related to Standing Reports.

Good of the Order

Myron will not be at the September meeting.

Motion by Steinhaus to adjourn. Seconded by Dalian. Motion carries 4-0. Meeting adjourned at 6:10 pm.

Respectfully Submitted,

Patrick Myron,
Secretary