

**Board of Trustees of the Peter White Public Library  
Regular Board Meeting  
Minutes  
October 22, 2019**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, October 22, 2019, in the Shiras Room of the Library. The Meeting was called to order by President Anne Donohue at 5:02 pm.

**Members Present:** Anne Donohue, Patrick Myron, Carol Steinhaus, Andrew Dalian

**Members Excused:** John Mallo

**TAC Member Present:** Barb Bradley, Skandia Township

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

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

**The Minutes** of the September 25, 2019, meeting were approved as amended on a motion by Steinhaus with support by Dalian. Motion carried 3-0 with Myron abstaining.

**Public Comment** - None

**Township Advisory Council Report:** Bradley reported that Gloria Maki, Skandia Township Board Trustee, has passed away. Brandon Bray will take her place on the Board. Barb also noted that Tai Chi classes are coming to Skandia Township Hall.

**Financial Reports and Approval of Bills**

Rick Orr presented the financial reports and bills for September 2019 in the amount of \$401,272.34 and addressed related questions and comments. Motion by Dalian to approve the bills with support from Steinhaus. Motion carried 4-0.

**Board Action Items**

- A. **Holiday and Library Closings 2020** – On a motion by Dalian, **the Peter White Public Library Board of Trustees moves to adopt the Holiday and Closing schedule for 2020 as presented.** Motion seconded by Steinhaus and passed 4-0.
- B. **Board of Trustees Meeting Schedule 2020** – On a motion by Steinhaus and with support from Myron, **The Board of Directors of the Peter White Public Library moves to approve the proposed 2020 Library Board of Trustees Meeting Dates as presented.** Motion passed 4-0.

- C. **Staff Behavior Standards** – After providing Board members with a Behavioral Standards contract (attached to these minutes), Ingmire noted that the standards had been developed based on staff feedback during meetings with Jaimee Gerrie of UPvision Consulting, LLC. The standards will be presented to staff on October 23, 2019, and further staff feedback will be accepted before adopting the standards as library policy. **No action at this time. First reading of the behavior standards for library staff.**
- D. **Food for Fines 2019** – On a recommendation by Steinhaus and seconded by Dalian, the **Board of Trustees of the Peter White Public Library approves Food for Fines program. This program will run from mid-November through early December 2019. Food for Fines can be used to pay library fines. One non-perishable food item will be accepted for each \$1.00 owed in library fines. The Food for Fines program can also be used for DVD rental at one food item per one DVD.** Motion passed 4-0.

**Public Comment** – None

#### **Old Business**

- A. **IdentoGo** – Ingmire reported on the IdentoGo background check process and paperwork. Laura Katers Reilly is currently reviewing the IdentoGo contracts.

#### **New Bus/Board Member Comment**

- A. **Tree Planting Request** – Ingmire introduced the topic of Marc Weinrick's request to plant a tree on library property, which all Board members had received via email. Discussion ensued. There was agreement to decline Mr. Weinrick's request. Donohue will draft a letter to send to Mr. Weinrick reflecting the Board's decision.

#### **Standing Reports**

Staff addressed questions and comments related to Standing Reports.

#### **Good of the Order**

Dalian raised the topic of the Library housing a plaque honoring recipients of the Thomas Baldini Scholarship. It was agreed that Dalian will request the Marquette Democratic Party, the organization that is awarding the scholarships, write up a proposal for the Board's consideration.

Motion by Myron to adjourn. Seconded by Steinhaus and carried 4-0. Meeting adjourned at 6:23 pm.