

**Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
July 17, 2018**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, July 17, 2018 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

Members Excused: John Mallo, Andrew Dalian

Library Staff Present: Andrea Ingmire, Library Director; Rick Orr, Finance Director; Bruce MacDonald, Technical Services Librarian; Sarah Rehborg, Youth Services Librarian; Samantha Ashby, Adult Services Librarian; Ben Sargent, Circulation Assistant

The Agenda was approved as amended on a motion by Steinhaus. The motion was supported by Myron. Motion carried 3-0

The Minutes of the June 19, 2018 meeting was approved as presented on a motion by Steinhaus with support by Myron. Motion carried 3-0.

Public Comment – none

Township Advisory Council Report – Peggy Jensen, West Branch Township. Peggy reported that she has been attending the West Township Board meetings. She inquired about the TAC appointments and delivered the volunteer description to help them in appointing a TAC representative.

Financial Reports and Approval of the Bills

Rick Orr presented the financial reports and bills for June 2018 in the amount of \$301,522.61. Motion by Steinhaus to approve the bills. Seconded by Myron. Motion carried 3-0.

Board Action Items

- A. **YS move back to PWPL – Library Closing** - On a motion by Steinhaus, **the Peter White Public Library Board of Trustees make a motion to approve a moving closure of up to two business days once a completion date is finalized.** Motion seconded by Myron. Motion carried 3-0.

Public Comment – Margaret Boyle, Circulation Department Head reported on construction at Marc Weinrick's property impacting the library's parking lot stability. Ben Sargent, Circulation Assistant commented on closing dates for move and indicated support for this. Sarah Rehborg, Youth Services Librarian made comments on the move and the need for both volunteer and staff help.

Old Business

- A. Ingmire updated the Board on artwork accepted recently including artwork by Tom Cappuccio; and artwork that has been offered but not accepted by Suzan Pitt. Ingmire indicated that the interiors committee would be contacted to discuss the artwork and how to move forward with acquisitions. An expanded policy would be appropriate as would guidelines on what to accept and under what terms.

New Business/Board Member Comment

- A. **Moving September Board Meeting Date** – The regular meeting date for September Board meeting is scheduled for Tuesday, September 25, 2018. This is the same date as the UPRLC Annual Meeting which is being held in Escanaba this year. The board discussed moving this meeting to Monday, September 24, 2018. Anne will check with all board members to ensure we have a quorum for this meeting.
- B. **Library Director Contract** – The Library Director contract expires on September 30, 2018. The board personnel committee will work on this and will bring this to the board at the August meeting.

Standing Reports

Staff addressed questions and comments related to Standing Reports.

Motion by to adjourn by Steinhaus. Seconded by Myron. Motion carried 3-0. Meeting adjourned at 5:44 PM.

Respectfully Submitted,



Patrick Myron,
Secretary