

APPROVED 1/28/2015

**LIBRARY BOARD OF TRUSTEES MEETING
DECEMBER 3, 2014**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:39pm by Earle
Members present: Weins, Earle, Steffey
Members excused: Lisica, Powers
Library staff present: Director: Thomas,
- II. APPROVAL OF AGENDA
Motion made by Weins to approve agenda as presented, unanimously seconded. Motion approved.
- III. APPROVAL OF MINUTES
Motion made by Steffey, to approve minutes as presented, unanimously seconded. Motion approved.
- Public Discussion
This is an opportunity to comment on items that are not on the agenda.
Comments need to be addressed to the Board.
None
- IV. FINANCIAL REPORTS
A. Monthly expenses and revenues – Sandi’s report
Dated Nov. 24, 2014
Motion made by Weins, unanimously seconded to receive and file financial report. Motion approved.
B. Monthly Fund Report – City Printout
Dated , 2014.
C. City Treasurer report –
Received date as of October 31, 2014
Motion made by Weins, unanimously seconded to receive and file.
Motion approved
- Public Discussion
If you wish to be heard on any agenda item, please identify yourself and give agenda item.
- V. BUSINESS
A. OLD
1. Wages & Salaries
Due to the impact of the new State of Michigan minimum wage law, the Director and the Policy Committee recommend a 3% merit increase to the following employees: M.Thomas, A.Goike, M.Beranek, K.Marra, S.Hudson, L.Laporte, J.Stone. Motion made by Weins, unanimously seconded. Motion approved.

Comment by Earle that the Policy Committee should meet in March 2015 and consider future State of Michigan minimum wage increase mandates and their impact on staff wages and needed adjustments. Discussion on health benefits. Weins is researching possible break from City's plan.

B. NEW

1. Approved all but 2 2015 Library closing dates: Sat. Dec. 26 & Sat. Jan. 2, 2016. Discuss at January's meeting.
2. Approved all Library Board meeting dates for 2015. Possible time or date change for June's meeting. Discuss at January's meeting.
3. Approved all but 1 proposed Circulation policy changes: Raise overdue fine on all DVD's to \$1.00 a day, printer and copy fees raised to .20 a page for black/white, .50 a page for color, raise rate on faxing to \$2.00 for the first page, stay with .50 for any additional pages. Discussion on users of the community rooms – person or persons signing up to use a room must be a New Baltimore resident, if not then charge a fee, example of \$25.00 an hour per staff recommendation

VI. ANNOUNCEMENTS, INFORMATION, ETC.

- A. Stats from programs, upcoming events
Santa was a big hit, Kids decorated a small tree for the children's room, craft day during Christmas break was well attended. New program in January for kids = i9 Sports.
- B. City audit report now available.
- C. Survey reports all positive.
- D. Results from Friends Bazaar: \$227.00 made from book sale, \$147.75 from bake sale, \$113.50 donation from the knitters, \$570.00 from vendors. Lunches for vendors came from Little Camille's.
- E. Correspondence received from Oscar Socia.
- F. Donation report: \$40,187
- G. Other
None

VII. ADJOURN

Meeting adjourned @ 9:02 pm

VIII. NEXT MEETING DATE - January 28, 2015 @ 7:30 PM