

Comstock Township Library
Minutes of the January 14, 2019
Library Board Meeting

APPROVED

BOARD MEMBERS PRESENT: Joe Calvaruso, Shari Donovan, Dorothy Hatfield, Karen Jameson, Jill LeBeau, Mardell Terpstra

ABSENT:

STAFF: Myla-Jean Stuart, Library Director

AUDIENCE: Joanna Hinga, Elizabeth Rasberry

CALL TO ORDER : The meeting was called to order by Trustee Jameson at 7:00 p.m.

PUBLIC COMMENT : NA

APPROVAL/AMENDMENT OF THE AGENDA: Trustee LeBeau moved approval of the agenda as presented, Trustee Donovan seconded the motion. Motion carried.

MINUTES: There were no questions on the minutes. Trustee Terpstra moved approval of the minutes of the December meeting as presented, Trustee Donovan seconded the motion. Motion carried.

TREASURER'S REPORT: Trustee Jameson inquired as to the tax balance for the 2018. The Director explained that the amount included 2019 taxes paid in 2018. She will provide an actual account of the 2018 tax income at the next meeting.

BILLS: Trustee Jameson asked for an explanation of the Hoopla bill. The Director explained that funds are deposited in Hoopla's account so that patrons can borrow material. This money was taken from the book budget. Trustee Donovan moved approval of the bills in the amount of \$20,512.38. Trustee LeBeau seconded the motion. Motion carried.

UNFINISHED BUSINESS:

1. Fine Forgiveness: Director Stuart summarized the Fine Forgiveness Proposal. During discussion it was suggested that the event run for just 1 week, one time only. Fines would be forgiven if patrons came into the library, but all overdue or lost material would need to be returned or paid for to waive the fines. Trustee Calvaruso asked the Director to poll several libraries for pros and cons and bring the finalized event proposal to the board next month.
2. Director Stuart reported that both Library Design and John May have been contacted regarding the updates. She will call for the committee when she has information from them.
3. Downtown Development Authority: Director Stuart summarized the status of the DDA and the request for a tax capture from Ms. Stefforia. After discussion the

board decided there was not enough information to make a decision at this time, and to wait and see as plans move forward.

COMMITTEE REPORTS : N/A

DIRECTOR'S REPORT: There were no questions on the Director's Report.

NEW BUSINESS:

- 1) Vesting for the Pension Plan: Burnham and Flower sent the adoption wording for vesting the pension plan. After discussion the board decided to amend the existing 401(a) Group Pension plan to add a 3 year vesting schedule for Library employees in the Comstock Charter Township Group Pension Plan, effective 1/14/19. Trustee Calvaruso moved adoption of the vesting schedule, Trustee LeBeau seconded the motion. Motion carried.

OTHER BUSINESS: Trustee Jameson reminded the board that she needed the evaluations returned. Director Stuart opted for a closed session evaluation at the end of February's Library Board Meeting.

The meeting was adjourned at 7:40 *pm*.



Jill LeBeau, Library Board Secretary



Date