

Comstock Township Library  
Minutes of the March 12, 2018  
Library Board Meeting

**APPROVED**

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

**ABSENT:** N/A

**STAFF:** Myla-Jean Stuart, Library Director

**AUDIENCE:** Dorothy Hatfield

**CALL TO ORDER :** The meeting was called to order by Trustee Jameson at 7:03 p.m.

**PUBLIC COMMENT : NA**

**APPROVAL/AMENDMENT OF THE AGENDA:** Director Stuart added discussion of the website picture under new business. Trustee Calvaruso moved approval of the amended agenda, Trustee LeBeau seconded the motion. Motion approved.

**MINUTES:** Trustee Terpstra noted that “ approval of the January bills for 2017” was confusing. The minutes will be amended to reflect that 2017 bills paid in January 2018 were approved. Trustee Terpstra moved approval of the bills as amended, Trustee Calvaruso seconded the motion. Minutes of the February 8, 2018 Board meeting were approved as amended.

**TREASURER'S REPORT:** Director Stuart noted that interest from the Fund Reserve was \$73.36 and explained the new format for the Income Report. The budget lines for 2018 will show a 0 beginning balance until the Township migrates the old codes to the new. That project is delayed. The 2017 Final Revenue and expense report shows the Allocated Operating fund at 103.56%, which is misleading. This number includes taxes paid in 2017 for 2018, and will be adjusted by the auditor. The audit usually takes place in the spring.

**BILLS:** Trustee Donovan moved approval of the February 2018 bills in the amount of \$15,570.19 and 2017 bills paid in February 2018 in the amount of \$3,655.28. Trustee LeBeau seconded the motion, motion passed.

**UNFINISHED BUSINESS:**

- New Trustee Search: Dorothy Hatfield was introduced. No other resume's were turned in. After discussion Trustee LeBeau moved to appoint Dorothy Hatfield to the vacant Trustee position, Trustee Donovan seconded the motion, which passed. The Board welcomed Trustee Hatfield to the Board.

- The director reminded Board members to turn in expenses for ALA.
- FMLA status will be discussed at the April meeting. She is seeking the opinion of the Township Lawyer Sandy Kaufman. She updated the status of employee Gillis.

**COMMITTEE REPORTS : N/A**

**DIRECTOR'S REPORT:** Discussion followed on the Library Book Sale and Quiltfest. Additional information on the Library Hop was given.

**NEW BUSINESS:**

- The library website is being updated . The Director asked for a board decision on which picture they would like to go with. After discussion the board decided on the Google picture.

**OTHER BUSINESS:**

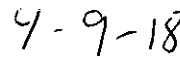
The Director explained that the subfloor of the elevator shaft flooded during the rains. It will be pumped out the next day and needs to be treated as hazardous waste due to the oil contamination. We will be splitting the bill with the township.

The Director mentioned that the Facebook post on the Sheriff's recommendations reached 12,206 hits. Information on this post was given.

The meeting was adjourned at 7:25 pm.



Jill LeBeau, Library Board Secretary



Date