

Comstock Township Library
Minutes of the July 9, 2018
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: Brett Padgett, Comstock Treasurer

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

APPROVAL/AMENDMENT OF THE AGENDA: Trustee Calvaruso moved approval of the agenda as presented, Trustee Terpstra seconded. The agenda was approved.

PUBLIC COMMENT: NA

MINUTES: Trustee Terpsta moved approval of the minutes of the June 11, 2018 minutes as written, Trustee LeBeau seconded the motion. Motion passed.

TREASURER'S REPORT:

1) Fund interest was noted as \$86.20.

2) Trustee Padgett discussed investment options that would have a higher interest. Possibilities included the Michigan Class Funds and CD laddering with various banks. After discussion regarding PA 120 compliance and percentages, Trustee Calvaruso moved approval for Trustee Padgett to invest \$250,000 in the Michigan Class Funds, \$100,000 CD with Chemical Bank, \$240,000 in North Point (liquid fund) and the difference in 1st National of America (liquid fund). Accounts with Huntington and Mercantile will be closed. Trustee Donovan seconded the motion which passed. Trustee Padgett with review these options again in October.

BILLS: Trustee Donovan moved approval of the bills in the amount of \$14,343.55, Trustee seconded the motion, which passed.

UNFINISHED BUSINESS:

1) Director Stuart reported that Hoopla is being used and likes the ease with which materials can be borrowed.

2) Director Stuart reported that only John May returned a bid for fixing the skylight, suggesting a power wash first, then caulking by Moulder. She questioned whether power washing would actually cause the caulking to wash out and suggested waiting to see if we have any further problems. The project was put on hold.

3) ALA reports: Trustee Calvaruso moved approval of an additional night's stay at ALA, Trustee LeBeau seconded the motion, which passed. Trustee Jameson asked if the library

participated in the NASA programming, which we did for the eclipse. She gave the Director the promotional material for E-rates. Trustee Donovan was able to attend the speeches by Michelle Obama and Sally Field. Director Stuart showed the copy of a receipt that we could offer on which we could advertise programs. Staff thought this would be a great advantage.

COMMITTEE REPORTS : N/A

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

NEW BUSINESS:

1) Director Stuart presented an excel sheet with the 3 bids for computers. IT had recommended the Dell bid from him over the Dell bid from TLC as his had a quad processor instead of the dual processor at a lower price. After discussion Trustee Calvaruso moved approval of the Dell bid through our IT person, Trustee Donovan seconded the motion, which passed.

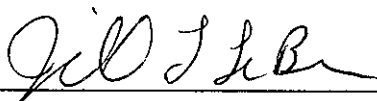
2) Director Stuart had included a copy of the library's portion of the audit in the Board Packets. Trustee Jameson noted the fund reserve balance was added to this year.

3) July 24th at 9:30 am was set for the Wage and Salary Committee meeting.

OTHER BUSINESS:

The Director reminded the board that the September Library Board Meeting was changed to September 5.

The meeting was adjourned at 7:45 pm.



Jill LeBeau, Library Board Secretary

8-13-17
Date