

DRAFT

**Maud Preston Palenske Memorial Library  
Meeting of the Board of Trustees  
July 25, 2017**

President, Ren Baldwin, called the meeting to order at 6:02 pm. Other board members present were William (Rick) Ast, Melissa Clapper, Liz Darato, Mimi Elwell, William Engeln, Jim Kodis, Stephanie Mack, Patrice Rose and Stephanie Masin.

**Also Present:** Diana Flora Retiring Honoree, Administrative Assistant Marsha Ammeson and Assistant Director Paula Stakley

**Absent:** None

**Announcements:** The Board welcomed new Board Member Diana Clapper representing St. Joseph Township. The Board recognized and thanked Diana Flora, retiring Board Member from St. Joseph Township, for her years of service.

**Public Comment:** None

**Friends of the Library:** None

**Minutes:**

It was moved by Elwell, seconded by Ast to approve the minutes of June 27, 2017 board meeting with one correction for spelling of peeked. Motion carried.

**Treasurer's Report:**

Board members reviewed the bills for June 2017. It was moved by Engeln seconded by Elwell to approve the bills for June 2017 in the amount of \$14,048.69. Motion carried.

**Financial Report:**

Engeln noted that revenues are slightly higher than expenses.

**Director's Report: (Including Statistics)**

Masin stated there has been standing room only in the Summer Reading Programs. The city will be trimming or removing trees in the courtyard, behind the building and in the garden. Stumps closest to the building cannot be ground down. Mike Christensen, City Facilities Manager, suggested addressing the flooding in the children's area and lounge by regrading the landscaping away from the building. He will also contact a contractor to look at a waterproof barrier to help seal cracking due to the shifting base. This was noted the SCIP report provided by Abonmarche. New lighting was installed in the Children's storage area and the back hallway as suggested in the SCIP report. Installation of new phones has been pushed back to August. The Brown family has agreed to continue to fund maintenance of the garden. Penal fines were slightly higher than projections. Masin reviewed 3 bids for furniture. Kodis moved and Darato seconded that furniture be purchased contingent on funding. Motion approved

Kodis moved to approve the request for a separate account for the George Jaeger donation of \$22,595.77 for enlarging the July 25, 2017 genealogy research area. Seconded by Elwell. Motion approved

**President Comments:** None

**Old Business:**

Masin reported she has forwarded the posting for a Children's Librarian to the union per the contract. She has not been contacted with a response.

**Fundraising:**

Masin has met with Betty Cook regarding the Big Band Fund Raiser and will move forward planning the event.

**New Business:** None

**Board Comments:** None

**Adjournment:** It was moved by Kodis and seconded by Ast to adjourn the meeting at 7:06. Motion carried.

Next Board Meeting September 26, 2017.

Respectfully submitted,

  
Stephanie Mack, Secretary

**Stephanie Mack**