

Shumaker/Emig

Motion to accept the by-laws as presented.

4 Ayes : 0 Nays. **Motion carried.**

Satellite Location at Skyline Event Center

Director Knepp met again with Skyline officials. Vice President Emig has not been able meet with them yet.

Items that must be considered:

- A written contract
- A review of utility bills for Skyline
- An exit clause for both parties

Sy Yoder owns the building and property. The boards wants to make sure he is aware of the possibility of a satellite location at the Center.

President Stenzel asked if we would want two staff members to be at the location as per our existing policy. There is a concern about safety. Skyline has a number of volunteers. Would any of them be there when library staff is there? We will continue to explore this opportunity.

Lawn Care

The board reviewed the lone bid for lawn care from Handy Dan Lawn Maintenance. The bid is for mowing, whipping weeds around walks, trees, and shrubs at \$80.00 per time. Handy Dan meets the requirement of carrying his own liability insurance.

Emig/Ward

Motion to accept the bid from Handy Dan Lawn Maintenance for mowing, whipping weeds around walks, trees, and shrubs at \$80.00 per time. The board will use its independent contract document.

Roll call vote:

- Emig – Aye
- Shumaker – Aye
- Ward – Aye
- Stenzel - Aye

4 Ayes : 0 Nays. **Motion carried.**

Retirement, Life Insurance, and Long- & Short-term Disability Insurance

After a conversation with the attorney, Director Knepp reported the county will need to create a division called “Library” so the board can move forward with this. Commissioner Grantner will contact the clerk or treasurer to find out about the creation of this line item. The Library board will pay MERS directly.

Programming Clerk

Seven applications were received. Several of the applicants were not qualified. Director Knepp interviewed two. A third she was going to interview withdrew her application shortly before the interview.

Director Knepp recommends Beth Petrik for the position. Beth has experience with programming and puppeteering. Her duties will also include circulation, Legal Self-Help, and QuickBooks. She will also take part in Library of Michigan training.

Emig/Ward

Motion to hire Beth Petrik as programming clerk with a start date around August 1, 2015.

Roll call vote:

Emig – Aye
Shumaker – Aye
Ward – Aye
Stenzel - Aye

4 Ayes : 0 Nays. **Motion carried.**

New Business

Closing for Staff In-Service

Director Knepp would like to close one day for staff in-service. She will provide two weeks' notice to patrons.

Areas to be covered during the day:

- Meet the new programming clerk
- Updates to Legal Self-Help
- New MeL databases

Petty Cash Check

In order to facilitate the reimbursement of small incidentals such as postage, a check needs to be cut. It was suggested that the check be made out to "Cash" and in the memo section, "Petty Cash" be noted for tracking purposes.

Emig/Ward

Motion that petty cash reimbursement checks be made out to "Cash" and in the memo section, "Petty Cash" be noted for tracking purposes with Director Knepp signing the check.

4 Ayes : 0 Nays. **Motion carried.**

Reciprocal Borrowing Agreement with Otsego County Library

Director Knepp presented a document to allow reciprocal borrowing for patrons of Otsego and Oscoda County Libraries. Exceptions would be MeLCat and OverDrive.

Emig/Ward Motion to enter into an agreement with Otsego County Library for reciprocal borrowing privileges.

4 Ayes : 0 Nays. Motion carried.

Director's Comments

Director Knepp reported that MeL is working on allowing patrons to pick-up MeLCat materials at a location other than their home library.

Brotherhood by Design is interested in offering a Gaming Night on Fridays.

Correspondence

None

Board Member Comments

President Stenzel reported that Movie Nights have been a success. Participation is growing. Families are coming with blankets and lawn chairs. The Library is furnishing popcorn, sno-cones, and pink lemonade. There is a need for a sound system as Director Knepp is bringing hers from home. Movie Nights are on opposite Saturdays as Bears' Chair.

Northland Board Advisory Comments

None

Commissioner Liaison Comment

None

Public Comment

None

Seeing no further business, the meeting was adjourned at 5:55 p.m.

The next meeting will be held Monday, August 17, 2015 at 5:00 p.m.

Respectfully submitted,

Deb Shumaker – Secretary

2015 meeting dates:

• January 5, 2015 (special)	• July 20, 2015 (Monday)
• January 19, 2015 (Monday)	• August 17, 2015 (Monday)
• January 24, 2015 (special)	• September 21, 2015 (Monday)
• February 16, 2015 (Monday)	• October 19, 2015 (Monday)
• February 28, 2015 (workshop)	• November 16, 2015 (Monday)
• March 16, 2015 (Monday)	• December 21, 2015 (Monday)
• April 1, 2015 (Wednesday)*	
• April 20, 2015 (Monday) 4:30 p.m.	

• April 29, 2015 (Monday)	
• May 11, 2015 (Monday) date change	
• June 15, 2015 (Monday)	

* The board will begin meeting every two weeks starting the week of March 30, 2015.

Items for next month's agenda:

- Satellite Location at Skyline Event Center - Comins
- Life Insurance and Long- & Short-Term Disability Insurance