

Pontiac Public Library
Library Board Meeting October 24th, 2018
Meeting Minutes

I. Roll Call

Chair Hatchett – Here, Vice Chair Earl – Here, Secretary Rutherford – Here, Treasurer Maxey – Here. A quorum was present.

II. Approval of Agenda

Motion to approve Agenda by Treasurer Maxey, supported by Vice Chair Earl

Roll Call – Chair Hatchett – Yes, Vice Chair Earl – Yes, Treasurer Maxey – Yes, and Secretary Rutherford – Yes Motion carries.

III. Moment of Silence

IV. Public Comments – None

V. Approval of Minutes from September

Motion by Secretary Rutherford, supported by Vice-Chair Earl

Roll Call – Chair Hatchett – Yes, Vice Chair Earl – Yes, Treasurer Maxey – Yes, and Secretary Rutherford – yes Motion carries.

VI. Financial Report

Total Checking / Savings - 1,269,935.41 Total Current Assets – 1,270,800.41

Total Fixed Assets – 507,580.80 Total Assets – 1,778,381.21

Total Liabilities and equity – 1,778,381.21

There was discussion on flexibility of the budget and the type of budget the library has adopted.

Motion by Secretary Rutherford to accept report, supported by Treasurer Maxey

Roll Call – Chair Hatchett – Yes, Vice Chair Earl – Yes, Treasurer Maxey – Yes, and Trustee Richardson – Yes Motion carries.

VII. Chair Report

Vice Chair Earl spoke on a martial arts program that he would like to see established at the library. The teachers would be volunteering their time and a five dollar donation would be collected for the library. The PAL program is interested in sponsoring the Library, the equipment. The board needs to know when this would be happening and how large the interest would be. The program at the Library would focus on stances and meditation, no actual sparring would take place. The

Board decided that there was enough interest to continue looking into the program. Vice Chair Earl also discussed having a painting with a twist program at the library teaching adults.

It was also mentioned, creating a Hall of Fame wall in the park outside to honor people who have done a lot for the library /Pontiac.

The Library did not receive any bids for snow removal during the last RFP.

A representative of Lizut presented a proposal to install a filter into the boiler system and perform water treatment on both the boiler and the cooling system.

Trustee Richardson asked for an addendum to include the price of getting the drinking water tested as well. Secretary Rutherford made a motion to approve both proposals and Trustee Richardson's addendum. Motion Supported by Trustee Richardson.

Roll Call – Secretary Rutherford – Yes, Vice Chair Earl – Yes, Treasurer Maxey – Yes, Chair Hatchett – Yes Motion carries.

VIII. Director's Report

The Royal Tea party was a success with 71 people pre-registering which is the most the library has seen for a library program. Some upcoming events that the Library is involved in this week are the Trunk or Treat at Chair Hatchett's park as well as a Ghost Hunters presentation by Detroit Paranormal Expeditions, this coming Saturday. There is also a Haunted House on Halloween which was quite scary last year. The fire alarm system is almost done with the exception of filling some openings and the final inspection. The Installation of the RFID tags is underway on our 70,000 items with the final step being the placement of the gates. The Audit for fiscal year 2018 should be before you to vote on in the November meeting.

Trustee Richardson suggested that the Library writes up a temporary contract with Mr. Hawkins for snow removal until something more permanent is decided.

Treasurer Maxey made a motion to give Chair Hatchett the power to go pick a new snow removal company on her own. Supported by Vice Chair Earl.

Roll Call – Vice Chair Earl – Yes, Treasurer Maxey – Yes, Chair Hatchett – Yes, Trustee Richardson – Yes Motion carries.

Motion Made to accept Director's Report by Treasurer Maxey, supported by Vice Chair Earl

Roll Call – Vice Chair Earl – Yes, Treasurer Maxey – Yes, Chair Hatchett – Yes, Trustee Richardson – Yes Motion carries.

IX. Report from Bylaw Committee

Chair Hatchett asked for the Bylaw changes to be submitted for a first read at the November meeting. Trustee Richardson suggested the bylaws in their entirety should be submitted with all changes in yellow for consideration and a vote during the December meeting.

Motion made by Trustee Richardson in regards to the previous suggestion, supported by Treasurer Maxey.

Roll Call – Vice Chair Earl – Yes, Trustee Richardson – Yes, Treasurer Maxey – Yes, Chair Hatchett – Yes. Motion carries.

Community Survey Report

Vice Chair Earl shared a community survey done by an outside vendor back in 2010. Director Green informed the board that she is currently looking for a new service to use for online survey and staff collecting paper surveys at the library as opposed to hiring a consulting firm. Chair Hatchett assigned Director Green, Trustee Richardson and Vice Chair Earl to compile a 10 question survey to be presented to the Board at the November meeting.

X. Board Comments

Vice Chair Earl distributed fliers for his Trunk or Treat event on the following Friday.

XI. Adjournment

Motion to end meeting made by Treasurer Maxey, supported by Trustee Richardson

Roll Call – Vice Chair Earl – Yes, Trustee Richardson – Yes, Treasurer Maxey – Yes, Chair Hatchett – Yes Meeting adjourned.