

## **MINUTES OF THE ALBANY JOINT LIBRARY BOARD**

**NOVEMBER 7, 2017**

The Albany Joint Library Board meeting was called to order at 6:30 P.M. on November 7, 2017 by President Spangler. Members present were: Eileen Althaus, Sue Dunphy, Roald Henderson, Wilbur McCreedy and Robb Spangler. Absent: Julie Cousin and Melissa Everson.

Proof of posting was verified.

Minutes of the last meeting were read and accepted.

Treasurer's report was read with a motion by Wilbur, seconded by Roald, to accept the report. Carried. Kara developed a new format which will be used to report all accounts as part of the treasurer's report.

### **Old Business –**

1. Strategic Plan progress/update = No information to add. It was agreed to work on this on a different night than the board meeting that works best for all.
2. 10 Year Celebration/Silent Auction report - Auction did very well totaling \$3,226. We donated \$50.00 to Jolene Adcock for all the work she put into this project. Some feedback included that we set minimum bids to begin bidding and to have dollar amount for incremental bids.
3. HVAC update – The rheostat hasn't been installed yet. The filters have been ordered.
4. Local history digitization project update – Have checked and need to find the time to do this. Have contacted the school and haven't received a reply. Talked to Ruth Beckman and Charles Sanderlin and they did not show much interest. Have a UW student interning and may be able to use her for some of this.

### **New Business –**

1. Network/PC support proposal. Looking into some changes through SCLS that could work better for us and provide more services. Need to look into the total cost. Table for further information. Our TDS contract expires in July, 2018 so we have time to study this.
2. Donation Spending – Need to review what we have and how to use this money.
3. Insurance Review – Reviewed a copy of current coverage. Should probably increase our deductibles and increase our property coverage. Kara will get quotes for these changes.
4. Budget – Reviewed the budget with a motion by Eileen, seconded by Wilbur, to approve the budget as presented contingent on final approval of the Township board. Carried.

5. Craft Leader – A contract has been drawn up for this position and it will be paid as contracted services not to exceed \$599 per year. Librarians report was reviewed.

Librarian's report was reviewed.

Motion by Eileen, seconded by Wilbur, to approve payment of the bills. Carried.

Wilbur advised that he is looking to step down from the board. We will need to look for a township rep to take his place. Thank you, Wilbur, for all your years of service.

Next meeting will be December 5.

Motion by Roald, seconded by Sue, to adjourn. Carried. Meeting adjourned at 8:05 P.M.

Eileen Althaus,  
For Melissa Everson, Secretary