

Albany Joint Library Board Albany Joint Library Board Minutes
Tuesday, March 6, 2018

The Albany Library Joint Library Board met at the Albertson Memorial Library. President Robb Spangler called the meeting to order at 6:30 p.m. Present were Robb Spangler, Sue Dunphy, Eileen Althaus, Julie Cousin, Angela Janes, Roald Henderson, and Melissa Everson. Also present was Kara Blue, Library Director.

Proof of posting was verified.

Minutes were reviewed and approved as presented.

Treasurer's report was given. \$24,383.33 in checking; \$12,719.11 in CD with a maturity date of 3/7/2018; \$25,000 in maintenance fund. CD was renewed for 18 months at a rate of 1.5%. Current overall fund balance \$155,381.73. Motion by Julie to approve; seconded by Roald. Carried.

Old Business:

a. SCLS Network/PC Support

- Kara presented comparisons for network services and PC support and discussion ensued
- Roald moved to table until next month; Eileen seconded based on the need to know ongoing costs and how to pay for these services; carried
- Most important question: Are we gaining better service for increased costs?
- Kara requested what questions / concerns / expectations board members have in preparation of next month's discussion

b. Insurance

- Kara presented a comparison between two companies (Acuity and Auto-Owners)
- Eileen motioned that on April 1, 2018 a switch be made to Auto-Owners based on better coverage offered with roughly \$150 savings; seconded by Sue; carried

c. Facilities Update

- No discussion

d. Cabinets? Electrical?

- No discussion on these two items, but information on other items was discussed
- Quote for an automatic front door from Nabco was presented; this would be a capital expense that makes the building more handicapped accessible; two units would be needed (one on each interior and exterior door); Roald requested the company visit to inspect and provide more detailed quote; estimate needed for electrical installation costs, as well; motion to approve not to exceed \$6,000 including electrical costs by Eileen and seconded by Angie; carried
- Kara presented information on transport dollies for use with moving and stacking chairs from EBI; Eileen made a motion to purchase three at a cost of \$264.11 each and seconded by Roald; carried

- Quotes also presented for blinds for front windows from EBI; interest high but longevity of product questioned; tabled
- e. Strategic Planning update
 - Mission and vision statements read, but wording changes have been requested; will be revisiting this in the near future
 - Goals and objectives will be the topic of the next meeting with Roald leading the discussion
- f. Board appointments / Officer elections
 - Motion made by Robb to reappoint Sue (township member at large) and Melissa (school district representative); seconded by Roald; carried
 - Motion made by Robb to maintain officers as presently stand with Robb Spangler as president, Eileen Althaus as vice-president, Melissa Everson as secretary, and Sue Dunphy as treasurer; seconded by Angie; carried

New Business

- Nothing to discuss

Librarian's report for February was presented by Kara and reviewed.

Bills were approved. Motion made by Eileen; seconded by Sue; carried

The next meeting date – April 3, 2018 at 6:30 p.m.

Motion to adjourn at 8:16 p.m. by Sue; seconded by Julie. Adjourned.

Respectfully submitted by:
Melissa Everson, Secretary
Albany Joint Library Board