

SEVILLE TOWNSHIP LIBRARY BOARD MINUTES

January 19, 2017

The meeting was called to order at 10:30 am. The following members were present: President – Renee Shaver, Vice President – Deb Powell, Treasurer/Librarian – Alycia McKowen, Becky Fleury ~~Becky Fleury~~, and Sharon Stebelton. Absent – Bekki Wilkins, Barb Schulling, and Secretary - Rita Mason.

The minutes of this meeting are submitted by Sharon Stebelton.

The minutes from November 10, 2016 were read and changes made under “New Business” -- #7 & #9 should be “Becky” not “Bekki. Motion to accept the minutes with the changes was made by Becky and 2nd by Deb. Passed.

Treasurer Report:

1. Amendment to the report was made on October 2016 balance from \$32,239.76 to \$132,239.76. Income (11/2016-12/2016)-\$391.10. Expenses- \$14482.13. Previous balance (10/2016)- \$132,239.76. Balance 1/2017- \$118,148.73.

Motion to approve Treasurer Report, with change, was made by Becky and 2nd by Deb. Passed.

Librarian Report:

1. Refer to the presented report. It outlines the Winter Programs/Events, the Librarian Commentary, and a list of Upcoming Programs. Motion to accept the Librarian Report was made by Becky, 2nd by Deb. Passed.

Old Business:

1. Motion to accept the new changes to the By Laws wording, as discussed during the November 2016 meeting, was made by Becky, 2nd by Deb. Passed.
2. The proposed annual 2017-2018 budget was presented, refer to the report, and a motion to accept the proposed budget was made by Deb, 2nd by Becky and Passed.

New Business:

1. A motion to accept service hour increase to be open at 12pm- 6pm on Wednesday and Thursday, effective January 23, 2017, was made by Becky, 2nd by Deb. Passed
2. Library Objectives and Goals were presented, see report. A motion to accept the report and have a yearly evaluation was made by Deb, 2nd by Becky. Passed.
3. Discussed a new phone system due to having Fax problems with the present phone. Decided to try getting a new phone that has a primary and secondary messaging system that can be utilized from a remote location before switching to a new phone service to see if that solves the problem.
4. It was brought to the Boards attention that the Township Board has decided to charge a fee to do the Library’s payroll and W2’s. The present Township Clerk, ~~Ferrisa~~ Ferrisa Terresa Frisbie, will no longer do it. More information is desired to see what the library’s options are to not have to incur a fee. A motion was made by Deb, 2nd by Becky to add signatures on the checking account at Mercantile Bank to the Library Director and one of two Board Members. Passed

The next Board meeting will be April 20th at 10:30 am. Meeting adjourned at 12:03pm.