

## Seville Township Library Board Minutes

October 26, 2017

The meeting was called to order at 10:30 am with board members Becky Fleury, Deb Powell, Barb Schuiling, Sharon Stebelton, & Renee Shaver present as well as Alycia McKowen, Library Director. Guests Emma Erekson, Library staff and Terresa Frisbie, township board member were also present.

Motion by Becky with second from Barb to accept minutes as presented. Motion approved.

Motion by Deb with second from Sharon to accept Treasury report as presented. Motion approved.

Terresa reported Seville Township has a new accounting system to process our checks and payroll.

Motion by Bard with second from Becky to accept Library Directors report as presented. Motion approved.

### Old Business

The upstairs air conditioner has been removed.

Motion by Becky with second from Deb to replace the upstairs door. Motion approved.

Discussion to replace last 3 windows based on 2018 budget.

Motion by Becky with second from Sharon to allot up to \$150 for a sign design & installation on the north side of the building. Motion approved. Renee will contact Rustic Creations to submit design and bid.

### New Business

Motion by Becky with second by Sharon to start process to accept credit card payment for library services through PayPal. Service may be terminated at any time at no cost to library. Motion approved.

Discussion on the possibility of a Library Open House to take place on Feb. 3, 2018. Terresa suggested an announcement could go out with the next Township mailing.

### Agenda Additions

Discussion on applying for a Michigan Milestone Award.

Next board meeting will take place on January 11 @ 10:30 am.

2018 Annual Meeting will take place on the same date.

Motion to adjourn at 11:36 by Becky with support from Barb.

Minutes submitted by: Renee Shaver- Seville Township Library Board Chairperson