

WHITEFISH TOWNSHIP COMMUNITY LIBRARY

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Jody Halsey, Librarian

BOARD OF TRUSTEES MEETING: Jan. 2, 2018

MINUTES FROM: Dec. 5, 2017

CALL TO ORDER: 4:13 PM

ROLL CALL: PRESENT: Bicknell, Griebel, Halsey, Erickson, Smith, Bulmer

ABSENT:

ADDITIONS TO AGENDA: Under new business, Item 3-Board and employee late fees and Item 4-Treasure position

VISITORS: Karen Bender

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Motion by Smith, second by Bulmer, to accept minutes as read. Motion carried.

ACTION ON BILLS: Motion by Bicknell, second by Erickson, to accept bills as presented. Motion carried.

FINANCIAL OFFICER'S REPORT: None

COMMUNICATIONS: Complaint from a teacher that students have been checking out books under teachers' account. Situation has been remedied.

OLD BUSINESS:

1. Food For Fines: According to Director Halsey, this is up to her and the board.

NEW BUSINESS:

1. 2018 Meeting Schedule: Motion by Bicknell, second by Smith, to approve dates after proper corrections to times. Motion carried.
2. New Board Member: Motion by Erickson, second by Griebel, to appoint Karen Bender to the library board of trustees to complete the remainder of Marcia Culp's term. Motion carried.
3. Board and Employees Late Fees: This item to be tabled until Halsey checks existing policy regarding employees and she presents a policy for board members' fines, to be viewed at next meeting.
4. Treasure Position: Motion by Erickson, second by Griebel, to appoint Cindy Bulmer to the treasure's position. Motion carried.

LIBRARIAN'S REPORT:

-Between audio and ebooks, there have been 81 Overdrive checkouts.

-Peabody inner library had 24 checkouts.

-Author Connie Schofield Morrison will be doing a tour and Halsey hopes to have her visit the library on Mar. 19, 2018 and to co-ordinate visit with the school.

-Director Halsey filed an incident report on an employee.

-Out of 722 VHS (tapes), 37 were given away and half of what were left have been donated.

-New Visa card has been received.

ADJOURNMENT: Motion by Bicknell, second by Bulmer, meeting was adjourned at 4:56 pm.