

**Presque Isle Community Library
Board of Trustees Minutes
January 10, 2012**

Meeting was called to order at 4:06 pm by President Jeff Burke. Members present were Chuck Hayes, Kay Loribiecki (new Board Member), Carol Stone, and Lynn Vinall. Robert Berdan arrived late as prearranged. Pam Eschenbauch was also present. Jackie Bassett was absent with notification.

Motion was made Chuck Hayes seconded by Carol Stone to accept agenda as presented. Motion carried.

Minutes for the December meeting were approved with motion by Chuck Hayes, second by Kay Loribiecki. Motion carried.

The year-end Treasurer's Report was given by Mike Speer whose term ended December 31, 2011. A recap of the year-end report will be presented in February for any changes or corrections which occur in January. A motion was made by Chuck, seconded by Lynn, to pay the January bills in the amount of \$9376.02. Motion carried.

The Library Administrator's report was given by Pam. She presented an overall NWLS circulation sheet recap for the year of 2011. As it was quite extensive, the normal circulation report will be given monthly, with the more extensive recap only presented at year end. The new increased band width, going from 1.5 Mbps to 3.0 Mbps will be complete and operating within a couple weeks. CenturyTel found a broken wire in the control box when doing the upgrade. The wire could have contributed to the slower internet speed. An adjustment to the Mead Witter Grant application was requested to include only written materials. Pam made the adjustment to include \$4500 for adult and children's printed materials and \$500 for more expensive periodicals. Pam also noted that a donation had been made by a patron of a complete Oxford English Dictionary set. It is a wonderful addition to our library.

FOL liaison report – in Jackie Bassett's absence, it was noted that there had been a brief meeting in which a new treasurer was appointed. A more complete report will be given at the February meeting.

OLD BUSINESS

- 1) Merlin/NWLS - Pam will attend an online meeting in February regarding input on workshops requested for 2012.
- 2) Lower level cleanup – a shop vac will be purchased with filter accessories by Wink out of maintenance budget to allow proceeding with cleanup
- 3) Michigan penal fund status – Marenisco is proceeding with applications to the State of Michigan to obtain free public library status. Penal funds will be available to them as soon as the status is approved. Funds will be held in escrow for them until that time.
- 4) Lower level – Lynn has discussed with Mr. Radatz, of LUH, a request for assistance of 3 students in the Tech and Industry class to do an independent study for a CAD drawing of the lower level. Jeff will have an architect friend open the CAD drawings for the lower level received from Dimension IV.

NEW BUSINESS

- 1) Election of officers – the following received unanimous votes for their respective positions: Jeff Burke, President; Carol Stone, Treasurer; Bob Berdan, Secretary

- 2) Nicolet rent fees for classes – a decision was made to charge Nicolet \$5.00 per session of each class with under 5 students, \$10.00 per session for 5 or more students, with a cap at \$40.00.
- 3) Administrator's annual work contract corrected version – the work contract was signed by all parties, now including new board member, Kay Loribiecki.

Miscellaneous Board business – none

Public comment – Mike Speer expressed his enjoyment of working on the library board and conversely, the Board indicated their appreciation of Mike's service and efforts.

Next meeting date – February 14, 2012 at 4 pm

Adjournment – Motion was made by Chuck, seconded by Lynn, to adjourn at 5:28 pm. Motion carried.