

GRAND LEDGE AREA DISTRICT LIBRARY BOARD
Approved Minutes of the June 26, 2018 Regular Meeting

Call to Order: 7:03 p.m.

Present: J. Garthe, K. Garthe, Hogan, Jeffery, Kane, Parks; Mitchell, Library Director

Absent: Evans (Excused)

Pledge of Allegiance: Recited

Public Comment: None

Approval of Agenda:

Motion by Jeffery, support by Hogan, to approve the agenda as presented, with the addition of X. Unfinished Business-Item a. Pay Increase. Motion Carried.

Minutes of the May, 2018, Regular Meeting:

Motion by K. Garthe, support by Hogan, to approve the minutes as presented. Motion Carried.

Correspondence: None

Comments:

- a. President: Informational.
- b. Downtown Development Authority (DDA): Informational.

Financial Reports:

Motion by K. Garthe, support by Hogan, to approve the Revenue and Expenditure Sheets for June 2018, including sequencing of checks numbered 17486 through 17516 and 17 electronic transfers for a total expenditure of \$51,582.69. Motion Carried.

Director's Report:

- a. Upcoming Programming: Informational.
- b. Yearend Budget Adjustments FY2017-2018: Motion by Hogan, support by K. Garthe, to authorize Lise Mitchell to make any FY 2017-2018 budget adjustments across cost centers needed to balance the budget. Motion Carried.
- c. Woodlands Library Cooperative Contract Renewal: Motion by J. Garthe, support by K. Garthe, to authorize Lise Mitchell to sign the contract renewal with the cooperative. Motion Carried.
- d. Personnel Update: Informational.

Committee Reports:

- a. Human Resource Committee: Informational.
- b. Strategic Planning: Motion by K. Garthe, support by Hogan, to close the Wacousta Branch of the GLADL effective September 30, 2018. Motion Carried.

Unfinished Business:

- a. Pay Increase: Motion by Hogan, support by Jeffery, to give the GLADL Staff a 2% pay increase effective for the FY 2018-1019. Motion Carried.
- b. Motion by Hogan, support by Jeffery, to give the Library Director a 2% pay increase effective for the FY 2018-19. Motion Carried.

New Business:

- a. Authorizations of payment for June through August 2018: Motion by K. Garthe, support by Hogan, to authorize payment of appropriated amounts and payroll, including related payroll taxes, prior to approval to avoid finance or late charges during the months of June through August 1018
- b. Library Board Meeting Dates for 2018-1019: Motion by J. Garthe, support by K. Garthe, to approve the Proposed Calendar Meeting Dates for 2018-2019. Motion Carried.
- c. Board Officers for 2018-1019: Motion by K. Garthe, support by Hogan, to keep the current officers in place for the 2018-2019 year, with the appointment of Hogan as Financial Officer who has the authority to delegate duties to the Library Director as we have done previously per the GLADL bylaws. Motion Carried.

Board Commentary: Informational.

Adjournment:

Motion by J. Garthe, support by K. Garthe, to adjourn the meeting. Motion Carried. Meeting Adjourned at 8:50 p.m.

Respectfully Submitted,



Jeanne A. Garthe, Secretary