

GRAND LEDGE AREA DISTRICT LIBRARY BOARD
Approved Minutes of the January 22, 2019 Regular Meeting

Call to Order: 7:00 p.m.

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

Absent: None

Pledge of Allegiance: Recited

Public Comment: None

Approval of Agenda:

Motion by Hogan, support by K. Garthe, to approve the agenda as presented with the addition of e. Building Update and f. Website Update in Director's Report, as well as and a. Ernst Floeter Photography digitization project in New Business. Motion Carried.

Minutes of the November 27, 2018, Regular Meeting:

Motion by Hogan, support by Jeffery, to approve the minutes as presented, with the correction of adding Evans to Present. Motion Carried.

Financial Reports for November and December 2018 and Approval of Bills:

Motion by K. Garthe, support by Jeffery, to approve the Revenue and Expenditure Sheets for November 2018 and approval of bills, including sequencing of checks numbered 17673 through 17703 and 16 electronic transfers for a total expenditure of \$50,877.22; as well as, for December 2018 and approval of bills, including sequencing of checks numbered 17704 through 17728 and 13 electronic transfers for a total expenditure of \$43,927.43. Motion Carried.

Correspondence: None

Comments:

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

Director's Report:

- a. Upcoming Programming: Informational
- b. Personnel Update: Informational
- c. Technology Update: Informational
- d. On-Line Services Update: Informational
- e. Building Update: Motion by Kane, support by K. Garthe, to authorize the Director to transfer monies not to exceed \$7,500 from the Capital Repairs Fund to the General Operations Capital Outlay budget Motion Carried.
- f. Website Update: Informational.

Committee Reports: Informational

Unfinished Business:

a. Strategic Planning:

Motion by Hogan, support by K. Garthe, to approve the Strategic Plan 2019-2022 with updates as presented. Motion Carried.

b. Policy Updates:

Motion by K. Garthe, support by Jeffery, to approve Policy 101-Records Retention Policy. Motion Carried.

Motion by K. Garthe, support by Evans, to approve Policy 202-Disposal of Library Equipment and Furnishings Policy as amended. Motion Carried.

Motion by K. Garthe, support by Parks, to approve Policy 301-Conduct of Library Users Policy as amended. Motion Carried.

Motion by Hogan, support by K. Garthe, to approve Policy 302-Safety and Well-Being of Children as amended. Motion Carried.

The following policies were reviewed: 102, 103, 203 and 303.

New Business:

a. Ernst Floeter Photography digitization project: Informational

Board Commentary: Informational

Adjournment:

Motion by J. Garthe, support by Jeffery, to adjourn the meeting. Motion Carried. Meeting Adjourned at 8:48 p.m.

Respectfully Submitted,



Jeanne A. Garthe, Secretary