

Sherman Township

Library Board Meeting

Nov. 11, 2013

The meeting of the Sherman Township Library Board was called to order at 6:30 p.m. by Pres. Shirley Thompson.

Board members:

Present: Shirley Thompson, Diane Benn, Carole Merwin, Anne Cook, and Diana Moreau

Absent:

Agenda: Diane moved and Carole seconded the agenda be accepted as presented. Motion carried.

Public Comment: Comments were made about the format of the web page.

Minutes: Carole moved and Anne seconded the minutes be approved as corrected. Motion carried.

Director's Report: See the report on file. T.J. has hired 2 additional staff – Blair Elias and Lilah Galvin. New DVD shelving was purchased from Block Busters.

Old Business: Book delivery with Meals on Wheels is progressing. The books need to be bagged for privacy.

Shirley moved and Diane seconded we close the library at 3:00 p.m. Christmas Eve and pay the hours to the scheduled staff. Motion carried. According to the Employee Manual the library is closed Christmas Eve and Christmas Day. This year is an exception.

Shirley moved and Carole seconded Winn Tel be contacted to acquire a higher internet speed with the update cost to be less than \$300. Motion carried.

Carole moved and Diane seconded the board accept the Employee Manual as written. Motion carried. T.J. will get the staff to sign the receipt page making 2 copies – one for their personnel file and one for the board president.

New Business: Shirley moved and Diana seconded we pay the bills listed to be presented at the Sherman Township Board meeting-Sherman Township \$150.00 (rent), Ingram Library Services \$221.88 (books), White Pine Library Cooperative \$128.95 (programs and 2013-2014 membership fee), White Pine Library Cooperative \$30.00 (staff training and annual convention).

Winter weather closings will be posted on face book, on the phone answering machine, and in the library window.

The 2014-2015 budget will be prepared.

Adjournment: Diane moved and Carole seconded the meeting be adjourned. Motion carried. Meeting adjourned 7:50 p.m.

Respectfully submitted,

Diane Benn, Secretary

Sherman Township Library Board