

**Sherman Township
Library Board Meeting
June 9, 2014**

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, Diana Moreau

Absent: Teresa Clark

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

Public Comment: None

Minutes: Diana moved and Anne seconded the minutes be accepted as corrected. Motion carried unanimously.

Director's Report: See the report on file. Carole moved and Diana seconded that T.J. purchase up to 8 shelves not to exceed \$400. Motion carried unanimously. Dr. Pol and a t.v. weatherman will visit the summer reading program. T.J. prepared a printout of minimum wage increases. T.J. is checking into a lease program for audio books with TEI Landmark Audio which would enable the library to lease 18 titles to rotate every 120 days (with the option to buy titles at a reduced rate) for \$500 annually. Each audio book CD is approximately \$50.00 each when purchased from other sources.

Old Business: The staff will borrow a canopy for Weidman Days at the park. T.J. was directed to check on office chairs.

Carole moved and Anne seconded the Employee Handbook be corrected on page 6 under Library closings to eliminate "scheduled to work or are". Motion carried unanimously. Revised copies will be given to the staff. Board minutes will continue to be e mailed to members before the next meeting. Due to the increased cost of additional wiring the fax machine will remain at the circulation desk.

New Business: Shirley will check at Staples for a Library banner.

The Sherman Township Library logo is a public relations issue and the responsibility of the board.

Patrons will be asked to use their library card number when signing for library use.

Carole moved and Diana seconded we pay the bills listed to be presented at the Sherman Township Board meeting-Sherman Township \$250 (building rent), Ingram Library Services \$1916.29 (media books), National Geographic Society \$38.90 (media books), Edward F. Heiberger \$23.98 (media books), Mark Jager \$26.85 (media books), Winn Telecom \$5.00 (media internet), Young Rider \$14.99 (media mag. 1 yr.), Grit \$19.95 (media mag. 1 yr.), Quilter's Newsletter \$17.97 (media mag. 1 yr.), FATE Magazine \$27.95 (media mag. 1 yr.), Country \$12.00 (media mag. 1 yr.), HGTV Magazine \$19.99 (media mag. 1 yr.), Food Network Magazine \$5.00 (media mag. 1 yr.), Game Informer \$24.98 (media mag. 2 yrs.), American Patchwork & Quilting \$29.97 (media mag. 2 yrs.), Centurion Technologies \$50.00 (office equipment), Precision Data Products \$360.60 (office supplies-ink), T.J. Smith \$225.47 (staff training), Jamie McArthur \$100.00 (staff training), and Jessica Hall \$137.86 (staff training).

Motion carried unanimously.

Carole moved and Diana seconded we hold a special meeting on June 28, 2014, 3:30-8:30 p.m. with a one item agenda - library board policy. Motion carried unanimously.

Adjournment: Anne moved and Carole seconded the meeting b adjourned. Motion carried unanimously. Motion carried. Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Diane Benn, Secretary
Sherman Township Library Board