

Sherman Township
Library Board Meeting

Draft

Approved
As corrected

July 11, 2011

The meeting of the Sherman Township Library Board was called to order at 6:33 PM by Pres. Shirley Thompson.

Board members:

Present: Keven Johnson, Shirley Thompson, Carole Merwin, Teresa Clark, Anne Cook
Absent: Diane Benn

Approval of Agenda: Shirley moved and Keven seconded. Motion carried.

Public Comment:

None.

Minutes: Shirley moved and Anne seconded the minutes of June 13, 2011 be approved as corrected. Motion carried.

Directors Report: See printed report. Highlights: During the month of June, both our patron registrations and check-outs almost doubled. Petty cash as discussed. It was suggested that as petty cash is reimbursed, allow the amount to reach \$100 and then buy DVDs locally.

Ben asked for a vacation day Friday, August 5th. Carole moved and Teresa seconded a motion to grant his request. Motion carried.

Persons interested in working in the library to fulfill community service hours was discussed. Shirley moved and Keven seconded a motion not to allow community service hours at Sherman Township Library. Motion carried.

The Board has agreed not to charge patrons, at this time, for using the Inter-Library Loan services. We will examine the mailing expense and re-visit this issue at another time.

The re-labeling our collection is almost finished. The Board had several suggestions for community activities/classes (including a story hour, adult book club, a travel series, computer training by staff, how to classes-knitting, fly-tying). A community newsletter was also suggested.

The summer reading program is in full swing (Reading Lets You Travel the World). There are 31 signed up and about 15-20 attend regularly.

Shirley asked about medical reference books-our collection is outdated. Shirley moved and Keven seconded a motion to remove the old copies and the motion was then amended to include the purchase of a yearly edition of the medical desk reference type guide(s). That discussion prompted another discussion voicing the same type of concerns about legal reference materials (i.e. divorce forms). Ben will sort through our collection and any questionable/outdated material will be removed.

Patron checks can be accepted if made out to Sherman Township Library.

Old Business: Weidman Daze: It was very worthwhile; Anne and Carole reported with many people surprised and pleased to hear the library was open and ready for business. Several people also stopped by to tell us they were so glad it was open again and they had been using it. The library staff had created several bookmarks and pamphlets for us to distribute. It was suggested the library purchase a banner-type sign for these types of occasions. Shirley will research options.

Next year we will look into building a cement pad in order to better secure the tables and make it easier to mow around.

Keven reported Mike Fiorillo has volunteered to correct and repair our outdoor sign to reflect the new name of Sherman Township Library.

There is a bid out for carpet cleaning for the entire building.

Mission Statement and By-Laws: There was extensive discussion of the by-laws presented. Several were changed or deleted. There were suggestions for additions. A mission statement was also discussed. A draft of both will be presented for discussion at a later meeting.

New Business: Bills: Keven moved and Teresa seconded a motion to pay the submitted bills and present them to the township board for payment. Motion carried. Bills include: staff payroll, rent \$150, BWI Books \$374.48, Demco \$126.10, Frontier \$60.00 and reimbursements: petty cash (postage, summer reading program \$45.65, Ben Huffman (summer reading supplies, fax/printer) \$111.79.

Keven initiated a discussion on the bill paying procedures through the Sherman Township Board. He will contact Denise Livermore to set up an informational meeting so he can better understand the procedure.

Adjourn: Shirley moved and Teresa seconded a motion to adjourn at 8:20 p.m. Motion carried.

Respectfully submitted,

Carole Merwin
Sherman Township Library Board