

## Sherman Township

### Library Board Meeting

August 12, 2013

The meeting of the Sherman Township Library Board was called to order at 6:35 p.m. by Pres. Shirley Thompson.

**Board members:**

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

Absent: None.

**Agenda:** Diana moved and Anne seconded the agenda be accepted as presented. Motion carried.

**Public Comment:** None..

**Minutes:** Shirley moved and Carole seconded the minutes be approved as presented. Motion carried.

**Director's Report:** See the report on file. The summer reading program finished with 17 early elementary students and 10 older students participating. Story time, Book Buzz, Needlecraft continue. Programs for genealogy are being researched. A teen reading program was suggested. The library will receive 15% commission on donated books that are sold that are sent to the Better World Books. Our fax pricing is extremely low.

**Old Business:** The bike rack is installed and chained to the flag pole. The thank you note has been sent to T.J.'s father for the donation. The library inventory is completed with pictures.

**New Business:** Carole moved and Diana seconded to raise the fax cost to 50 cents to cover incoming and out going costs in staff time involved in the service. Motion carried.

Metal blinds (which are better for heat conduction in the winter) for behind the desk will be ordered.

4 shelving units have been donated for the hallway book sale and/or use in the shed. The thank you has been send to the C. Benn family.

Carole moved and Anne seconded we pay the bills listed to be presented at the Sherman Township Board meeting-Sherman Twp. \$150 (rent), Ingram Library Service \$117.50 (books), Winn Communications \$5.00 (internet service charge), This Old House \$20.00 (1 yr sub.), McCall's Quilting \$19.98 (1 yr. sub.), Quiltmaker \$41.97 (2 yr. sub.), Midwest Living \$5.99 (1 yr. sub.), Centurion Holdings \$200.00 (Smart Shield software), and Library of MI \$60.00 (staff training). Motion carried.

T.J. asked for closed session at 7:40 p.m. for staff evaluations.

The board returned to open session at 8:25 p.m. Carole moved and Diana seconded T.J. receive \$15.00 an hour effective today (\$3.00/hr. increase). Motion carried. T.J. was advised to not discuss salary in the work environment and to inform the staff to do the same.

T.J. was asked to e-mail the board mid month and to mail a copy to Anne to keep us updated on library activities.

The board decided to work on policy and The Employee Manual following board meetings

**Adjournment:** Shirley moved and Anne seconded the meeting be adjourned. Motion carried. Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Diane Benn, Secretary  
Sherman Township Library Board