

**Sherman Township  
Library Board Meeting  
Feb 13, 2017**

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, and Mary Loomis

Absent: none

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

**Public Comment:** none

**Minutes:** Shirley moved and Carole seconded the minutes be accepted with the correction of Steve Chips phone number. Motion carried unanimously.

**Director's Report:** See the report on file concerning programming, Zinio and e magazines, DVD collection additions, the indoor book drop, use of computer stations and the upcoming Friends of Michigan Libraries Trustee Alliance Workshops on March 24 and October 19<sup>th</sup>.

A beginning needlecraft program will be scheduled for a Thursday and 6:00 p.m.

T.J. was directed to contact Jamie Smith (the new maintenance person for Sherman Township) about the possibility of modifying the inside book drop space into a work station.

T.J. will check on key fobs for updating the library cards. She will focus on a variety of media to advertise library programs as well as sending postcards to all card holders about book club dates and times.

**Old Business:** Appointments need to be made with Steve for laptop tutoring.

Zinio is \$885 the first year and approximately \$400 for the following two years based on circulation with the cost included in the book/magazine budget line item.

Hoopla e books one month trial was not used very much and was difficult to use on a tablet. The board decided to not pursue this program.

A revised letter will be sent to Coldwater Township requesting 50% of their penal fine money (instead of 100%) because their patrons also use the Barryton Library.

**New Business:** The board did an evaluation of T.J.

At the April 26<sup>th</sup> Advisory Council meeting T.J. will be trained on password use for the Zinio program.

The library Kindle will be available for patron use. It requires a computer and access to Amazon to download e books which can be done at the library.

The two library lap tops will be prepared for patron use at the library.

Carol moved and Anne seconded the budget be revised by exchanging the equipment and legal line item amounts. Motion carried unanimously.

Carole moved and Diana seconded the board pay the time sheets and bills listed to be presented at the Sherman Township board meeting: Frontier \$63.00 (building-phone), Ingram Library Services \$1,023.68 (media-books), Auto-Graphics Inc. \$2,407.50 (media-circulation system), Precision Data Products \$92.50 (office-supplies-ink), Staples Advantage \$149.68

(office-supplies), Petty cash none requested.

Library Board packets will be available for the board the Tuesday before the monthly board meeting. The work schedule will be presented in calendar form every Tuesday.

The board discussed limiting book purchases to best sellers and patron requests for a period while the issue of available space is addressed.

**Adjournment:** Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Diane Benn, Secretary  
Sherman Township Library Board