

Orion Township Public Library
Board of Trustees Meeting Minutes, March 19, 2015

attendance			Policy	Finance	F und Development	Board development	Building		Advocacy	Strategic planning	Human Resources	Director Evaluation	James E.Ingram
y	President	MaryAnne Thorndycraft	x	x	x	c	x		x	x	x	c	
y	Vice-President	Mary Pergeau			x	x	x		x	c		x	
y	Secretary	Mike Luna			c				x	x		x	
y	Trustee	James Abramczyk	c			x	x		x		c		x
y	Treasurer	James Phillips	x	c			c		x				
y	Trustee	Bert Quinn		x					x		x		
y	Director	Karen Knox											

- 1) Call to order @ 6:30 p.m.
- 2) Approval of agenda. Motion to approve the agenda Pergeau/Phillips
- 3) Introduction of new employees
 - a) Roger Buches, part time maintenance, works with Mike
 - b) Jill Baker, Outreach Services clerk
 - c) Kate Kloor, part time librarian in Adult Services
 - d) Harmony Crocker, Adult & Youth Services, reference and assists throughout the library. Covers vacations often
- 4) Presentation of 2014 Audit Report by Abraham & Gaffney, P.C. – Aaron Stevens

The library received an unmodified opinion, a clean opinion, by our auditing firm. Internal controls - no findings.
- 5) Consent Agenda as presented: Phillips/Pergeau Approved as presented, 2 abstain due not in attendance at the prior meeting.
 - a) Minutes from last meeting
 - b) Bills
 - c) Financial Statement and Treasurer's Report from February 2014.
- 6) Call to the Public –

Aaron Stevens, New employees
- 7) Communications
 - a) Press coverage
 - b) \$250 earned from Leo's Dining Night out for the Friends
 - c) GFWC donation picture featured in Lake Orion Review
 - d) Renovations featured in LO Review on the back page soon

e) National Library Week 4/12-4/18 – fun activities planned

8) Director's report

a) James Ingram Fund grant for extra hours to digitize scrapbooks for \$2,808.

b) Fiesta Tickets, \$35.00 each

c) Marge Keenan – part time youth librarian announced her retirement

d) Total circulation increased over 4% from prior year

e) Just over 50% in self checkouts vs. front desk checkouts.

9) Old Business

A. Space planning project update. All furniture has arrived. Signage, Family Place, picture book categorization to continue. Big projections/tasks have been completed.

10) Standing Committee Report –

a) Policy Report –

i) None

b) Finance –

i) None.

c) Fund Development –

i) Plan a meeting next month to discuss the cash inflow.

d) Board Development –

i) Various literature provided by Thorndycraft. Trustees are requested to review and prepare to discuss at the next Trustee meeting

e) Building –

i) None

f) Human Resources –

None

g) Ad Hoc Committee Reports

None.

h) Advocacy – None.

11) Discussion Items

None

12) Action Items

Motion by Quinn/ seconded by Phillips to receive and file the 2014 Audit of the Orion Township Public Library, No further discussion. Motion carried.

13) New meetings scheduled

a) None.

14) Questions from the Public – None

15) Trustee comments

16) Adjournment at 7:50 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library