

MINUTES

BRANDON TOWNSHIP PUBLIC LIBRARY
Regular Meeting May 20, 2019 at 7:00 p.m.
304 South Street
Ortonville, MI 48462
Meeting Room

1. CALL TO ORDER

NAME: Tiffany Ragland

TIME: 7:00pm

2. PLEDGE

NAME: Pete Burkett

3. ROLL CALL

NAME: Burkett

PRESENT

ABSENT W/ NOTICE

ABSENT

NAME: Cole

NAME: Gault

NAME: Ragland

NAME: Rathburg

NAME: Salter

4. AGENDA

CHANGES: **6.1**BHS Liaison last name changed from "Minor" to "Manion"

STATEMENT: "Motion to approve agenda with changes"."

MOTION: Cheryl Gault

SECOND: Verna Cole

VOTE YEA: Unanimous

VOTE NAY:

5. MINUTES

CHANGES: **13. Public Comment-** Change "gift" to "notes"

DATE: April 22, 2019

STATEMENT: "Motion to approve the minutes with changes"

MOTION: Jan Rathburg

SECOND: Verna Cole

VOTE YEA: Unanimous

VOTE NAY:

6. CALL TO AUDIENCE

6.1 Meet and Greet – Madeline Manion, BHS Liaison

DISCUSSION: Madeline introduced herself to the Board. We are excited to start the program and feel Madeline will be a very good fit.

7. FINANCIAL REPORT: EXPENSES

7.4 Approve expenses paid for April 2019

DATE: April 2019

DISCUSSION:

STATEMENT: "Motion to approve the expenses paid for April 2019 in the amount of \$71,025.46 "

MOTION: Verna Cole

SECOND: Patricia Salter

VOTE YEA: Unanimous

VOTE NAY:

MINUTES

8. COMMUNICATION

8.1 Celebration of 100 Years of Women's Suffrage

DISCUSSION:

STATEMENT: "Motion to approve the BTPL support and participation in the "Celebration of 100 years of Women's Suffrage" as presented to us in writing by the Board of Commissioners of Oakland County"

MOTION: Cheryl Gault

SECOND: Patricia Salter

VOTE YEA: Unanimous

VOTE NAY:

8.2 Keith Williams

DISCUSSION: Rebecca has responded to Mr. Williams concerns. No further action is needed.

9. UNFINISHED BUSINESS

9.1 Tax Capture

DISCUSSION: A non-monitory resolution was provided to us by Matt Jenkins for the un- authorized tax capture in 2017. After review and discussion of the offer the Board voted on a motion.

STATEMENT: "Motion to reject the offer from the DDA and instead offer a five-year payment plan to the Township"

MOTION: Verna Cole

SECOND: Cheryl Gault

VOTE YEA: Cole, Rathburg,
Burkett, Salter, Gault

VOTE NAY: Ragland

9.2 Fund Balance Policy and Committing Funds

DISCUSSION:

STATEMENT: "Motion to leave \$425,000 in unassigned for the current budget"

MOTION: Roll Call

SECOND:

VOTE YEA: Unanimous

VOTE NAY:

10. NEW BUSINESS

11. COMMITTEE REPORT

11.1 Trustee Self-Evaluation

DISCUSSION:

11.1.1 Trustee Advocacy Position

DISCUSSION: Assigned as committee chairs: Burkett-Mentor Trustee Position. Gault-Trustee Legislative position. Rathburg-Board Liaison to FOL. Ragland and Salter-Board Staff Outreach

11.2 Evaluation of Library

DISCUSSION: Ragland- staff library evaluations are completed and a summary will be sent out this week.

11.3 Library Advocacy – Strategic Plan

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DISCUSSION: Salter will be completing the thank you notes to the "Booking It for the Library" 5K fundraiser sponsors.

12. POLICY REVIEW

12.1 PPGM – GEN

DISCUSSION: Will send to Legal for review

12.1 PPGM – PAY

DISCUSSION:

STATEMENT: "Motion to approve the PPGM policy with changes"

MOTION: Cheryl Gault

SECOND: Jan Rathburg

VOTE YEA: Unanimous

VOTE NAY:

13. DIRECTOR'S REPORT

DISCUSSION:

13.1 Staff Reports

DISCUSSION: Great Job Staff!

13.2 Library Statistics

DISCUSSION: NONE

14. PUBLIC COMMENT

15. ON HOLD

16. ITEMS FOR NEXT AGENDA

SUBJECT: Tax Capture

SUBJECT: Parade

SUBJECT: Policy Review

17. ADJOURN

STATEMENT: "Motion to Adjourn."

TIME: 8:36pm

MOTION: Cheryl Gault

SECOND: Tiffany Ragland

VOTE YEA: Unanimous

VOTE NAY:

**Next Meeting: June 24, 2019
7:00 pm in the Meeting Room**