

MINUTES

BRANDON TOWNSHIP PUBLIC LIBRARY
Regular Meeting February 24, 2020 at 7:00 p.m.
304 South Street
Ortonville, MI 48462
Community 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

Junior Student Liaison

Senior Student Liaison

4. AGENDA

CHANGES: None

STATEMENT: "Motion to approve agenda as presented."

MOTION: Cheryl Gault

SECOND: Patricia Salter

VOTE YEA: Unanimous

VOTE NAY:

5. MINUTES

CHANGES: None

DATE: January 27, 2020

STATEMENT: "Motion to approve the minutes as presented."

MOTION: Verna Cole

SECOND: Jan Rathburg

VOTE YEA: Unanimous

VOTE NAY:

6. CALL TO AUDIENCE

DISCUSSION: Staff in Attendance: Jesse Cornea, Library Associate; Michael Beckman, Library Assistant; Victoria Phelps, Library Associate; Shauna Quick, Circulation Manager

7. FINANCIAL REPORT: EXPENSES

7.4 Approve expenses paid for January 2020

DATE: January 2020

DISCUSSION: None

STATEMENT: "Motion to approve the expenses paid for January 2020 in the amount of \$118,254.23"

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MOTION: Patricia Salter
VOTE YEA: Roll Call
Unanimous

SECOND: Verna Cole
VOTE NAY:

8. COMMUNICATION

DISCUSSION: None

9. UNFINISHED BUSINESS

9.1 Existing Fines

DISCUSSION:

STATEMENT: "Motion to approve forgiving the existing outstanding fines that have accumulated as of 2/19/2020."

MOTION: Cheryl Gault
VOTE YEA: Role Call
Unanimous

SECOND: Jan Rathburg
VOTE NAY:

10. NEW BUSINESS

10.1 Fund Balance Committee

DISCUSSION: Ad-Hoc Committee formed with Cheryl and Patty and selected staff to discuss Fund Balance and Maintenance and Replacement Schedule

10.2 Strategic Plan Rebrand Objective

DISCUSSION: Rebecca is moving BTPL rebrand to 3-5 year objective in the event that the library can be a part of the Village and Township rebrand plan.

11. COMMITTEE REPORT

11.1 Board Self-Evaluation

DISCUSSION: None

11.2 Board Liaison to the Friends

DISCUSSION: Jan-Refrigerator has been purchased. Book store raised \$10,600 in 2019. Looking into a possible makers space.

11.3 Trustee Legislative

DISCUSSION: Cheryl-Michigan Library privacy policy update; Washington approved the largest increase for the IMLS and LSA in the past 12 years for FY2020. New representative list was provided.

11.4 Board Advocacy

DISCUSSION:

11.4.1 Michigan Library Privacy Act Update

DISCUSSION: It is still in state committee

11.4.2 Federal Funding for Libraries and Museums for the 2021 Budget

DISCUSSION: Verna- the committee will draft a letter to send to Congress in support of federal funding for libraries. For the fourth consecutive year, the

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proposed White House budget for FY21 eliminates direct federal funding for libraries.

11.4.3 Information from the 1/27/20 Board Packet

DISCUSSION: This refers to reprints from the January 2020 board packet

11.5 Professional Development

DISCUSSION: Rebecca-Board training with J. Davis.

11.6 Ad-Hoc Grievance

DISCUSSION: On hold-March meeting.

12. Student Liaison Report

DISCUSSION: Present. No report

13. POLICY REVIEW

13.1 Social Security Number Privacy Policy

DISCUSSION: Revised

STATEMENT: "Motion to approve the Social Security Number Privacy Policy as revised."

MOTION: Cheryl Gault

SECOND: Jan Rathburg

VOTE YEA: Unanimous

VOTE NAY:

14. DIRECTOR'S REPORT

DISCUSSION: Discussed-Facebook comments, Google reviews, 2020 Census, new Ortonville chamber of commerce.

14.1 Staff Reports

DISCUSSION: Great job!

14.2 Library Statistics

DISCUSSION: No comments

15. CALENDAR REVIEW

DISCUSSION: March: Strategic Plan update

16. PUBLIC COMMENT

17. ON HOLD

18. ITEMS FOR NEXT AGENDA

SUBJECT:

SUBJECT:

SUBJECT:

19. ADJOURN

STATEMENT: "Motion to Adjourn."

MOTION: Pete Burkett

TIME: 7:49pm

SECOND: Patricia Salter

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VOTE YEA: Unanimous

VOTE NAY:

**Next Meeting: March 23, 2020
7:00 pm in the Community Room**