



# Patmos Library of Jamestown, Michigan

## **MINUTES MEETING OF THE BOARD OF TRUSTEES December 20, 2017**

### **CALL TO ORDER**

The meeting was called to order by President Deb Fridsma at 5:35 PM at the Patmos Library located at 2445 Riley Street, Jamestown, MI 49427.

### **Roll Call**

Present: Director Stephanie Harrington, Deb Fridsma, Larry Walton, Marcia Pluim, John Strick, Dick Patmos, and Ben Miller

### **MOTION TO EXCUSE ABSENT MEMBERS**

A motion was made by John Strick and supported by Marcia Pluim to excuse Marcia Frobish. The motion passed.

### **APPROVAL OF AGENDA**

A motion was made by Dick Patmos and supported by John Strick to approve the Agenda of December 20, 2017. The motion passed.

### **MINUTES**

A motion was made by Dick Patmos and supported by John Strick to approve the Minutes of the November 29, 2017 board meeting.

### **PUBLIC COMMENT**

None

### **RESERVED TIME**

None

### **BILLS & TREASURER'S REPORT**

A discussion was had as to why there are payments of taxes to Grand Rapids listed in the budget. A motion was made by Dick Patmos and supported by John Strick to approve the Treasurer's Report. The motion passed.

### **DIRECTOR'S REPORT**

- A. Jamestown Fire Dept. is to take care of Library snow plowing of the sidewalks. The Fire Dept. will bill the Township for the service. A suggestion was made to have a supply of salt in reserve.

- B. Copy Machine Services – A motion was made by Larry Walton and supported by John Strick to proceed to order two printers and one color copy machine at \$420.50 per month from Noordyk Business Equipment. The motion passed.
- C. Library Statistics- 3200 checkouts in November. Internet usage is up (84) from last year (54).
- D. Meijer Proposal – Director Stephanie has completed the final copy of the library’s proposal to Meijer and will send the document to them.
- E. A motion was made by Larry Walton and supported by Dick Patmos to contract Matt Hull for a Virtual Tour of the Patmos Library at \$120.00- a one-time fee. The motion passed.
- F. 2018-2019 Library Budget – The cost of yearly operations of the library is \$184,360.20 which is over the projected budget for 2018-2019 at \$178,942.98.
- G. Daily Operating Budget-Contracted Services- A discussion was had to cut down expenses from three services from the Operating Budget. This includes, Mike’s Pest Control, Monthly Website Development Fee, and renegotiate the Cleaning Service to every other week instead of every week. A motion was made by Larry Walton and supported by Dick Patmos to discontinue Mike’s Pest Control Service-effective immediately. The motion passed.
- H. Expense Budget (Jamestown Township Donation) A discussion was had to ask the Jamestown Township for an annual subsidy of \$20,000 for the library’s upcoming fiscal year.

**UNFINISHED BUSINESS**

\$6000 has not been reimbursed to the Library by the Township as of this date.

**NEW BUSINESS**

None

**BOARD MEMBER COMMENTS**

None

**MOTION TO ADJOURN**

A motion was made by Larry Walton and supported by John Strick to adjourn the meeting. The motion passed. Adjournment at 6:58pm.



# Patmos Library of Jamestown, Michigan

---

President

---

Secretary