



# Patmos Library of Jamestown, Michigan

## **MINUTES MEETING OF THE BOARD OF TRUSTEES October 18, 2017**

### **CALL TO ORDER**

The meeting was called to order by President Deb Fridsma at 5:34 PM at the Patmos Library located at 2445 Riley Street, Jamestown, MI 49427.

### **Roll Call**

Present: Director Stephanie Rogers, Deb Fridsma, Marcia Frobish, Marcia Pluim, John Strick, Dick Patmos, and Ben Miller

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

A motion was made by John Strick and supported by Dick Patmos to excuse Larry Walton. The motion passed.

### **APPROVAL OF AGENDA**

A motion was made by Marcia Frobish and supported by John Strick to approve the Agenda of October 18, 2017. The motion passed.

### **MINUTES**

A motion was made by Dick Patmos and supported by Marcia Frobish to approve the Minutes of the September 6, 2017 board meeting.

### **PUBLIC COMMENT**

None

### **RESERVED TIME**

None

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

A motion was made by Dick Patmos and supported by Marcia Frobish to approve the Treasurer's Report. The motion passed.

### **DIRECTOR'S REPORT**

#### **A. Copy Machine Bids**

A discussion was had concerning the bids of a new copy machine with preferences for the companies of Noordyk and Remco. Included in the bid is a copy machine (copy machine service), plus service for three of the libraries printers, and includes toner. Options also include to Lease or Buy Out.

A decision will be made at the November 2017 board meeting in selecting a printer.

B. Library Statistics

Internet usage was up from last year's count of 96 to this year's count of 143.

C. Reimbursements from the Township

Per the list of Township reimbursements dated 9-26-2017, the total needed to be transferred from the Township to the Library operating budget is \$5,369.90. Director Stephanie Rogers is currently waiting on the Jamestown Township accountant to transfer over the funds.

D. Starting Preparations for Budget for the Fiscal Year 2018-2019

The director's goal is to have a rough budget completed by the December 2017 meeting. Included will be an expense list of how the funds from Township are and will be used before the end of this fiscal year. This includes: Depot Room Technology, Copy Machine and Services, Book Budget Increase, Launch Pads, New Adult Computers, Literacy Stations for Children, Self-Check-out, Summer Reading supplies, programming etc.

**UNFINISHED BUSINESS**

Discussion was had to contact Meijer's for a sponsorship for the new Teen Room. Director Stephanie will research and contact a person at Meijer's.

**NEW BUSINESS**

None

**BOARD MEMBER COMMENTS**

None

**MOTION TO ADJOURN**

A motion was made by Marcia Frobish and supported by John Strick to adjourn the meeting. The motion passed. Adjournment at 6:35pm.

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President

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Secretary