



Patmos Library of Jamestown, Michigan

MINUTES Meeting of the Board of Trustees March 15, 2018

CALL TO ORDER

The meeting was called to order by President Deb Fridsma at 6:03pm at the Patmos Library located at 2445 Riley St., Jamestown, MI 49427.

ROLL CALL: Present Director Stephanie Harrington, Deb Fridsma, Marcia Frobish, Marcia Pluim, Dick Patmos, and John Strick.

EXCUSING ABSENT MEMBERS:

A motion was made by Marcia Frobish and supported by Dick Patmos to excuse absent member Larry Walton. The motion passed.

APPROVAL OF AGENDA

A motion was made by Marcia Frobish and supported by Dick Patmos to approve the Agenda of March 15, 2018 board meeting. The motion passed.

APPROVAL OF MINUTES

A motion was made by Marcia Frobish and supported by John Strick to approve the Library Board Minutes of February 15, 2018. The motion passed.

PUBLIC COMMENT

None

RESERVE TIME

None

TREASURER'S REPORT

- At this date, all Township reimbursements are accountable. A motion was made by John Strick and supported by Dick Patmos to approve the Treasurer's Report. The motion passed.

DIRECTOR'S REPORT

- A motion was made by Marcia Pluim and supported by Dick Patmos to allocate \$20,000 into the Technology CIP fund and the remaining amount into a CIP General Fund.
- A motion was made by Marcia Frobish and supported by John Strick to approve

- the 2018-2019 Patmos Library Budget. The motion passed.
- LSTA GRANT: The purpose of the LSTA grant is to pursue Raspberry Pi, a piece of coding technology to help enhance our coding program. If issued from the Library of Michigan, the grant is a reimbursement process only. The library will purchase 12-15 Raspberry Pi kits at \$2000.00 total.
 - Patmos Library Website Update: Director Stephanie reminded the board that Rikki is paid \$175 per month for website updates but would like to move in a different direction due to creative differences. She also showed the board her updated version of our website in comparison to the site Rikki has been working on currently. Although Rikki's site is currently live and in use for the public, Stephanie plans to get the new site up and running by May 1st. Stephanie has also requested to end Rikki's contract by 5/1/2018. A motion was made by Marcia Frobish and supported by Dick Patmos to end Rikki's contract by May 1, 2018. The motion passed.
 - Teen Room Update: There has been no word from Meijer's for the proposal. Redevelopment of the Teen Room includes: Flat screen TV, games, paint, rugs, desk/tables, chairs, extra supplies. The Teen Room project budget is \$5,000. Stephanie would like to have this completed by Summer Reading. A motion was made by Marcia Frobish and supported by Dick Patmos to approve the budget for the Teen Room. The motion passed.
 - Memorial Day Essay and Gift Basket Raffle: A motion was made by Dick Patmos and supported by Marcia Frobish to approve spending \$200.00, for two winners for the essay contest. 1 winner will be chosen from 8th grade and below, the other will be chosen from 9th grade and above. The motion passed. The theme for the essay contest is, "What Can You Do for Our Country?" Gift Basket Raffle: Cost for each gift basket proposed from the program budget would be \$50.
 - Jamestown Township Logo: Four artists will receive prizes for their work. The Library Board will be the judges to pick the four winners and submit the winning artwork to the Jamestown Township Board to decide on whether or not they want to use any of the winners work for their new logo.
 - Annual Book Sale: The Book Sale date is April 23-28. The Library Board was asked to help set-up for the sale the Saturday (April 21st) before the sale at 12:00pm.
 - Library Statistics: Circulation down from last year: 2018-3154, 2017-3352 (closed for two days due to weather).
Door Count: 2/18: 1487 2/17: 1481
Reference Questions: First year recording reference questions: 575 for month of February.
 - Policy Manual: A draft was presented to the Library Board with Director Stephanie updating the outdated manual from 2010. The remaining updates to the policies will be completed within this year.
 - Depot Room Update Costs: A review of estimates/bids from local contractors will be presented to the Library Board on April 12, 2018.

UNFINISHED BUSINESS

NONE



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NEW BUSINESS

NONE

BOARD MEMBER COMMENTS

NONE

ADJOURNMENT

A motion for adjournment was given by John Strick and supported by Marcia Frobish.
The motion passed. Adjournment was at 7:31pm.

President

Secretary