



Patmos Library of Jamestown, Michigan

MINUTES **Meeting of the Board of Trustees** **May 17, 2018**

CALL TO ORDER

The meeting was called to order by President Deb Fridsma at 5:58 PM at the Patmos Library, located at 2445 Riley St., Jamestown, MI 49027.

Roll Call: Present: Director Stephanie Harrington, Deb Fridsma, Larry Walton, Marcia Frobish, Marcia Plum, Dick Patmos, and John Strick.

Excusing Absent Members:

All Board of Trustees were present.

APPROVAL OF THE AGENDA

A motion was made by Marcia Frobish and supported by Larry Walton to approve the Agenda of the May 17, 2018 library board meeting. The motion passed.

APPROVAL OF THE MINUTES

A motion was made by Marcia Frobish and supported by Larry Walton to approve the library board minutes of April 12, 2018. The motion passed.

PUBLIC COMMENT

None

RESERVE TIME

None

TREASURER'S REPORT

A motion was made by John Strick and supported by Larry Walton to approve the Treasurer's Report. The motion passed.

DIRECTOR'S REPORT

Policy pages 1-11 were discussed with corrections and revisions. Pages 12-23 will be reviewed at the next meeting.

Maternity Policy, Sick Leave, and Vacation were reviewed. A document was given to the Library Board for discussion. Vacation days for Full Time and Part Time employees were changed from days to hours. Sick Leave for full-time employees was amended to 10 days maximum per year. Sick Leave for part-time employees was amended to 5 days

per year.

A motion was made by Dick Patmos and supported by Larry Walton to approve the changes to Vacation/Family Emergencies/Family Medical Leave proposals effective immediately, (5-17-18) pending a discussion change. The motion passed.

Board Meeting Summer Schedule: The summer library board meeting was modified to cancel the July 12, 2018 meeting.

The Summer Reading Kickoff is planned for June 9, 2018 from 10:00am to 1:00pm.

Volunteers are needed for Sign-ups.

Teen Room Total Costs: The total costs for the Teen Room renovations are \$4,973.01 from the \$5000.00 approved budget. Cathy Runyon has agreed to do an article for The Advance Newspaper on the new Teen Room.

A Transfer was made from the CIP General Fund to cover the Teen Room expenses.

A motion was made by John Strick and supported by Marcia Frobish to spend \$2000.00 from the Technology Fund to purchase the Raspberry Pi to enhance the library's coding program. The motion passed. There will be a reimbursement from the Library of Michigan for the LSTA Grant to follow upon the completion of the program report due in August.

Depot Room Carpet and Paint Estimates: The Library Board will pursue further estimates in the fall.

New Patmos Library website activated 5-10-2018. The library's address for our updated website is www.patmoslibrary.org.

Employee Resignation: Lauren DeVries will be leaving Patmos Library to attend university full time in the fall. There will be no need for a designated Library Assistant I/Page in the future.

UNFINISHED BUSINESS

A motion was made by Dick Patmos and supported by Larry Walton to raise Linda Lamers salary to \$15.00 an hour for the duration of Director Stephanie's absence. The motion passed.

NEW BUSINESS

Shannon Hardy is to update Patmos Library's landscaping starting June 2018. A new look is expected. The Jamestown Township will pay all costs.

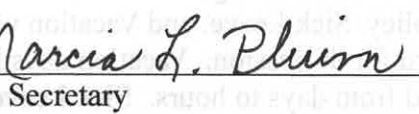
BOARD MEMBER COMMENTS

None

ADJOURNMENT

A motion was made by Marcia Frobish and supported by John Strick to adjourn the Board Meeting. The motion passed. Adjournment was at 6:55 PM.


President


Secretary