

Algoma Public Library
Board of Trustees Meeting Minutes
November 21, 2016

Members Present: Director Amanda Burns
Ann Schoenborn (arrived late)
Diana McAninch
Nancy Kratz
Julia Lasecki
Pat Cichon
Carolyn Wolske

Members Excused: None

Members Absent: James Barlow

The November 21, 2016 meeting of the Board of Trustees of the Algoma Public Library was called to order by Vice President, Nancy Kratz, at 4:01pm. A motion to approve the agenda was made by Pat Cichon, seconded by Carolyn Wolske, motion carried.

PUBLIC INPUT: None

A motion to approve the minutes of the October 17, 2016 meeting of the Board of Trustees of the Algoma Public Library was made by Diana McAninch, seconded by Julia Lasecki, motion carried.

FRIENDS OF THE LIBRARY REPORT: Pat Cichon informed the board that 2016 has been a success and they are looking forward to 2017.

--President Ann Schoenborn arrived at the meeting and took over running meeting.--

DIRECTOR'S REPORT: The Algoma Public Library has been having great success with programming lately and is looking forward to ending the year on a high note.

There have been two cases of vandalism at the library in the past two months, both done by children after school. We have handled both cases in house, but are on constant watch after school when the children come. If this type of situation continues to be a problem the library board will need to take a closer look at some policies to help in the future.

The library will be closed the following dates for the holidays:

- Thanksgiving
 - 11/24/16
- Christmas
 - 12/23/16
 - 12/24/16
 - 12/26/16
- New Years
 - 1/2/17

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The library has hired a third student aide to help due to student's busy schedules. The three aides will split the hours each week.

Amanda showed the library board information on all the printers in the library and the costs to put ink in each of them along with a proposal for eliminating three printers and selling them. A motion was made by Diana McAninch, seconded by Carolyn Wolske to follow Amanda's proposal. Motion passed.

Amanda presented the board with the calendar of closed days for 2017 holidays with the additional request for 4 staff in-service days with the library not opening until 2pm. These days would allow the staff to work together on big projects that need to be accomplished as a team and are hard to do while still serving our patrons. The board agreed to these days.

TREASURER'S REPORT: Revenues and disbursements were presented to the Library Board.

LIBRARY BILLS: A motion to approve the November 2016 expenditures was made by Carolyn Wolske, seconded by Nancy Kratz, motion carried.

OLD BUSINESS: 2017 Budget Follow Up: The Friends of the Library came out in great support at the Public Hearing to support the library's request for additional funding for 2017. The city budget will be finalized on Monday, November 28.

Building Maintenance Update: The new radiator was installed this month and we are grateful to have it as the weather starts to cool. The new ADA door opener works great until the children hit the button too many times and it needs to be reset. This is a problem a lot due to the fact that the button is at the children's eye level as they play on the iPads. Currently there is no way to reconfigure to make that not the case.

NEW BUSINESS: Director Evaluations—Everyone received their copy to fill out and return to Diana McAninch by 12/12/16. Diana will compile all the results for the next meeting.

ITEMS FOR NEXT MEETING: Closed session for personnel evaluations.

ADJORN: A motion to adjourn was made by Nancy Kratz, seconded by Diana McAninch, motion carried. Meeting adjourned at 4:45pm. The next meeting of the Algoma Public Library Board of Trustees will be Monday, December 19, 2016 at 4:00pm in the Library Meeting Room.

Minutes Recorded by Julia Lasecki
Minutes Written by Amanda Burns
Algoma Public Library Board of Trustees
November 30, 2016