

APPROVED

MINUTES OF THE REGULAR MEETING OF THE CHIPPEWA RIVER DISTRICT LIBRARY JANUARY 16, 2018

Members present were Chair T. Delia, L. Laskowsky, C. Doyle, K. Mora, R. Barrett, J. Sprague; Director C. Friedrich and Finance Director K. Ellison

Members absent were R. Helwig and E. Parker

T. Delia called the meeting to order at 5:28 p.m.

AGENDA APPROVAL

R. Barrett moved to approve the agenda of January 16, 2018. Motion seconded by J. Sprague. Motion carried.

APPROVAL OF MINUTES

J. Sprague moved to approve the minutes of November 21 and December 5, 2017 as amended. Motion seconded by L. Laskowsky. Motion carried.

FINANCIAL STATEMENT

The financial statement for December 2017 and check disbursements were discussed and placed on file.

PUBLIC COMMENTS

There were no public comments.

DIRECTOR'S REPORT

Corey Friedrich reported on the following:

- Circulation stats – circulation was up 4% overall compared to last year.
- Programming stats – 43 programs were presented with 803 people in attendance.
- Computer stats – there was a 17% decrease in internet sessions and a 6% decrease in wireless sessions compared to last year.
- Visits – 13% decrease from last year.
- Facilities projects –
 1. TML well – purchase agreement has been signed and turned over to Mt. Pleasant Abstract.
 2. Lighting – a new light will be installed over the back door at SCL and all lights that are out on the exterior of the building of FJML will be replaced.
 3. Snow plowing at FTCL – GP's has taken over the plowing in Winn due to issues with the current company.

- CRDL strategy for information millage campaign – working with a consulting firm on a new logo.
- 2017 annual report is currently being worked on.
- MCACA grant – received \$2,300 for the 2018 Summer Reading Club.
- Community connections – attended 12 community meetings since the last board meeting.

COMMITTEE REPORTS

Finance and facilities – Nothing to report

Personnel and Policy –

1. K. Mora moved to approve the *Electronic Communications Policy No. 104*. Motion seconded by L. Laskowsky. Motion carried.
2. K. Mora moved to approve the *Notary Public Policy No. 105*. Motion seconded by C. Doyle. Motion carried.
3. L. Laskowsky moved to table the *Board of Trustees By-Laws* until the February meeting. Motion seconded by K. Mora. Motion carried.

OTHER

1. 2018 Meeting Dates
 - a. Board meetings will remain on the 3rd Tuesday of the month at 5:30 p.m.
 - b. Committee meetings –
 - Personnel & Policy – 1st Wednesday of the month at 5:30 p.m.
 - Finance & Facilities – 2nd Wednesday of the month at 5:00 p.m.
2. Election of officers – R. Barrett moved to keep the current slate of officers for the 2018 – 2019 term. Motion seconded by C. Doyle. Motion carried.
3. K. Mora moved to delegate the Treasurer duties, as outlined in the board by-laws, to the Director and Finance Director. Motion seconded by L. Laskowsky. Motion carried.

FRIENDS OF THE LIBRARIES UPDATE

Nothing to report

ADJOURNMENT

T. Delia adjourned the meeting at 5:58 p.m.

Respectfully submitted,

Kristin Ellison, Finance Director