

**Allegan District Library
Board of Trustees
June 17, 2018**

Call to Order: The regular monthly board meeting was called to order by President Kiella at 7:02 PM.

Trustees present: Michael Kiella
Keith Behm –Call In
Marty McLeod
Kevin Huff
Peter Savage

Also present: Ryan Deery, Director
Devin Erlandson, Assistant Director
Billie Spicer, Administrative Assistant

Pledge: Pledge of Allegiance was recited by all present.

Corrections/additions to the agenda, excusing of absences:

Trustee Antkoviak was not able to attend due to family commitments. Trustee Buese was not able to attend due to personal reasons.

Motion: Trustee McLeod moved to excuse Trustee Antkoviak and Buese, Trustee Huff support, passed.

Verification of Quorum: Quorum is present.

Consent Agenda:

Motion: Trustee Savage moved to accept the consent agenda items as amended, Trustee McLeod support, passed.

Public Comment: None.

Budget Hearing:

Motion: Trustee Huff moved to open public budget hearing, Trustee Savage support, passed.

Appropriate notice for the budget hearing was posted. No members of the public were present.

Motion: Trustee Behm moved to close public budget hearing, Trustee Savage support, passed.

Action on Committee Reports:

1. **Facilities Committee: Code of Conduct Food Amendment.** Trustee Behm discussed proposed changes to the Library's Code of Conduct policy to limit food consumption to a designated area in the lower level while allowing covered beverages throughout the building. This change would require the purchase of two tables which is within the library's budget capabilities.

Motion: Trustee Behm moved to accept the amendment to the Code of Conduct policy, Trustee Huff support, passed.

2. **Budget & Finance Committee – Approval of 2019-2020 Operating and Capital Building Budgets:** Trustee Savage presented the 2nd reading of the budget for approval

Motion: Trustee Savage moved to accept the 2019-2020 Operating and Capital Building Budgets, Trustee Huff support. Roll Call Vote: Trustee Huff – yes; Trustee McLeod – yes; Trustee Savage; Trustee Behm – yes; Trustee Kiella – yes. Budget approved.

3. **Budget & Finance Committee – Amend 2019-2020 Operating and Capital Budgets:**

Motion: Trustee Huff moved to accept the 2019-2020 Operating and Capital Budgets. Trustee McLeod support. Roll Call Vote: Trustee Huff – yes; Trustee McLeod – yes; Trustee Savage; Trustee Behm – yes; Trustee Kiella – yes. Budget approved.

Action on bills to be paid:

Motion: Trustee Savage moved to pay the May bills and payroll in the amount of \$126,572.96 Trustee Behm support, passed.

Communications: None.

Old Business:

1. **Ribbon Cutting Final Expenses:** Director Deery talked about the final expenses and stated that they were well below initial budget.

New Business:

1. **July 3rd Jubilee – Discussion:** Trustee Kiella asked the board if they would like to undertake opening the library for fireworks. It was determined that a minimum of three volunteers would be needed. After many concerns were expressed the board decided to forego this event. It will be revisited next year.
2. **Receive Governmental Auditor (Vredeveltdt-Haefner) Prospectus for Annual Audit:** Trustee Kiella discussed the fee structure, gave an overview of the prospectus, and handed out an audit questionnaire. He asked that the questionnaires be handed in by June 30. He will then compile the answers and send them to the auditing firm.

Motion: Trustee McLeod moved to accept the prospectus, fee structure and schedule of the audit, Trustee Huff support, passed.

Board Comments:

- Trustee Savage is happy to see our circulation statistics are up compared to previous years.
- Community members are still expressing how much they love the library and other librarians are visiting us to check out the new addition and renovations.
- Community members expressed appreciation for the library's partnership with the city during Bridgefest, sponsoring the bounce houses and bringing in circus act.

Adjournment

By acclaim the meeting was adjourned at 8:06 PM. Next board meeting is July 15, 2019.

Billie Spicer

Administrative Assistant