

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, September 23, 2008 7:00 p.m.

Members Present: Keef, Clemens, Harris, and Brown. Director Hatch was also present, and Administrative Assistant Jeanne Brown to record minutes. Trustees Caswell and Collins were absent.

1. **Call to Order:** President Keef called the meeting to order at 7:00 pm
2. **Approval of the Agenda:** Clemens moved to approve the agenda as amended, Brown seconded. Motion Carried.
3. **Approval of the Minutes:**
 - 3.1. Budget Hearing August 2008: Harris moved to approve Budget Meeting minutes of August 26, 2008, Clemens seconded. Motion carried.
 - 3.2. Regular Meeting: August, 2008: Clemens moved to approve Regular Meeting minutes of August 26, 2008, Harris seconded. Motion carried.
4. **Call to the Public:** None present.
5. **Finances:**
 - 5.1. Review of Financial Statements for August 2008: Financial Statements were provided.
 - 5.2. Approval of Invoices for August 2008: Clemens moved to approve expenses for August in the amount of \$119,481.01, Harris seconded. Motion carried.
 - 5.3. Budget Adjustment #3: Clemens moved to approve budget adjustment #3, Brown seconded. Motion carried.
6. **Unfinished Business:**
 - 6.1. Carpet Project: Director Hatch reported the carpet project is still in process, additional resources are being pursued.
 - 6.2. Comcast Bandwidth Project: Director Hatch discussed issues with inconsistent network connection, Comcast has been onsite several times. Director Hatch will continue to pursue a resolution until solved.
 - 6.3. Computer Purchases: Director Hatch reported the new computers have all been installed, project completed.
 - 6.4. Strategic Planning: Director Hatch reported the project is in proposal process.
 - 6.5. Internet Content Filtering Committee: Director Hatch reported the project is in process. The library's committee is working to arrive at a recommendation for the Board. The committee has studied various solutions available and visited other facilities to see the solutions in action.
7. **New Business:**
 - 7.1. PLA Spring Symposium: Director Hatch presented information regarding the Symposium, and suggested this would be worthwhile to attend. Board agreed, Director Hatch will make arrangement to attend.
 - 7.2. Output Measures: Director Hatch mentioned output measures survey will occur in October.

8. Communications:

- 8.1. Air Force Recruiting Service, Certificate of Appreciation, 9/20/08: Director Hatch shared a certificate of appreciation from the AFRS. Director Hatch will display the certificate.
- 8.2. Suggestion Box Comments: No comments received.

9. Director's Report:

- 9.1. Snapshot of Statistical Indicators: Director Hatch provided the report for August.
- 9.2. Staff Updates: Director Hatch shared information regarding a Library Volunteer who had recently passed away.
- 9.3. Building Updates: None to report.
- 9.4. TLN Update: None to report.
- 9.5. Friends of the Library Update: Director Hatch shared a rare book evaluation is scheduled for Sunday, September 28th.
- 9.6. Incident Reports: Director Hatch shared one incident report.

Harris moved to adjourn, Clemens seconded. Meeting adjourned at 7:35 p.m.

Respectfully submitted.

Barbara Harris
Secretary