

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, July 26, 2016 7:00 p.m.

Members Present: Keef, Harris, Clemens, and Brown. Also present, Director Hatch, and Administrative Assistant Jeanne Brown to record minutes.

1. **Call to Order:** President Keef called the meeting to order at 7:06.
2. **Consent Agenda:** Brown moved to approve the Consent Agenda, Harris seconded. Motion carried.
3. **Approval of Agenda:** Harris moved to approve the Agenda, Clemens seconded. Motion carried.
4. **Call to the Public:** None
5. **Unfinished Business:**
 - 5.1. Community Conversations: Director Hatch provided an update: invitations have been sent out and responses received. Director Hatch shared an overview of informational package to be sent out prior to first meeting.
 - 5.2. Huron Valley History Initiative: Director Hatch shared nothing new to report. Director Hatch will contact Norm, from the Historical Society.
 - 5.3. Landscaping Proposals: Director Hatch provided an updated proposal/quote from Your Way. Discussion regarding the proposal/quote. Brown moved to approve items # 1 and #2 and revisit item #3 later, Harris seconded. Motion carried.
 - 5.4. Budget 2017: Director Hatch presented a proposed 2017 Budget with an explanation of expected income and expenses for the year. Discussion regarding budget.
 - 5.5. Logo: Director Hatch provided an update including information from a meeting with a designer. Discussion regarding the update. Item tabled. Director Hatch will provide a list of questions in next board packet which will assist with designing a logo.
 - 5.6. Accounting Services RFP: Director Hatch provided a memo with a recommendation. Clemens moved to approve recommendation for Joe Strauss to provide accounting services, Harris seconded. Motion carried.
 - 5.7. Board Vacancy: Nothing new to report.
6. **New Business:**
 - 6.1. Set Budget Hearing: Budget Hearing set for 6:45 pm on August 23, prior to regular board meeting.
 - 6.2. Fund Balance Analysis: Director Hatch provided an analysis of the current fund balance.
 - 6.3. Open Forum: No discussion.
7. **Communications:** Nothing to report.

8. Adjournment: Brown moved to adjourn, Harris seconded. Motion carried. Meeting adjourned at 8:17 p.m.

Respectfully submitted,

Jane Brown
Secretary