

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, October 25, 2016 7:00 p.m.

Members Present: Keef, 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 7:08.
2. **Consent Agenda:** Clemens moved to approve the Consent Agenda, Brown seconded. Motion carried.
3. **Approval of Agenda:** Brown moved to approve the Agenda, Clemens seconded. Motion carried.
4. **Call to the Public:** None present.
5. **Unfinished Business:**
 - 5.1. Strategic Planning: Director Hatch shared Strategic Planning is proceeding. Staff are working on goals and objectives, these will be presented at the CPC meeting on Saturday, October 29, 2016.
 - 5.2. Huron Valley History Initiative: Director Hatch shared nothing new to report.
 - 5.3. Logo: Director Hatch shared nothing new to report.
6. **New Business:**
 - 6.1. Blue Cross Blue Shield Rebate: Director Hatch shared a rebate was received. Director Hatch also provided a memo regarding renewal rates for 2017 for health care and dental coverage, with a recommendation to approve the renewal. Brown moved to approve the renewal as presented, Clemens seconded. Motion carried.
 - 6.2. Financial Statements: Director Hatch provided a memo with information regarding the financial statements prepared by the new accountant, all of the previous information is included with some additions and some changes.
 - 6.3. New Account for Budget: Director Hatch provided a memo with a suggestion from Accountant Joe Strauss to set up a new account for Building/Land Improvements with a recommendation to approve the new account #981 Building/Land Improvements. Clemens moved to approve establishment of account #981 Building/Land Improvements, Brown seconded. Motion carried.
 - 6.4. Invoice Payments: Director Hatch provided a memo explaining a portion of the invoice payment process as it was completed with the previous accountant and a change to the process suggested by Joe the new accountant. Director Hatch recommended an approval for the change to the invoice payment process. Brown moved to approve payment of recurring invoices prior to board approval at regular board meetings, Clemens seconded. Motion carried.
 - 6.5. Open Forum: Trustee Clemens mentioned "Write In" candidates for the upcoming election.
7. **Communications:** None

8. Adjournment: Brown moved to adjourn, Clemens seconded. Motion carried. Meeting adjourned at 7:52 p.m.

Respectfully submitted,

Judy Clemens
Acting Secretary