

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, May 22, 2018 7:00 p.m.

Members Present: Keef, Harris, Clemens, McMunn, Gramlich and Weeks. Also present, Director Hatch and Jeanne Brown to record the minutes.

1. **Call to Order:** President Keef called the meeting to order at 7:00.
2. **Consent Agenda:** Harris moved to approve the Consent Agenda, McMunn seconded. Motion carried.
3. **Approval of Agenda:** Harris moved to approve the Agenda, as amended, Gramlich seconded. Motion carried.
4. **Call to the Public:** None
5. **Unfinished Business:**
 - 5.1. Newsletter: Director Hatch mentioned the RFP for a newsletter is almost ready and asked if the board members wanted to see the request prior to distribution. Discussion regarding newsletter. Board does not need to approve RFP prior to distribution.
6. **New Business:**
 - 6.1. Staff Salaries and Wages: Director Hatch provided a memo including a recommendation regarding wage adjustments. Harris motioned to approve recommendation as presented, Clemens seconded with a change to include an increase for Director's wages. Motion carried with changes.
 - 6.2. Property and Liability Insurance Renewal: Director Hatch presented a memo with a recommendation to renew policy as is. Weeks moved to renew policy as recommended, Gramlich seconded. Motion carried.
 - 6.3. Outside Lighting Repair Proposals: Director Hatch discussed and provided quote for outside lighting repairs. Discussion regarding proposals. Board requested additional proposals. Director Hatch will pursue additional quotes.
 - 6.4. Open Forum: Discussed "Lucky Day" collection.
7. **Communications:**
 - 7.1. None.
8. **Adjournment:** Weeks moved to adjourn, Clemens seconded. Motion carried. Meeting adjourned at 7:42 p.m.

Respectfully submitted,

Marianne McMunn
Secretary