

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, September 25, 2018 7:00 p.m.

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

1. **Call to Order:** President Keef called the meeting to order at 7:03.
2. **Consent Agenda:** Harris moved to approve the Consent Agenda, McMunn seconded. Motion carried.
3. **Approval of Agenda:** Harris moved to approve the Agenda, McMunn seconded. Motion carried.
4. **Call to the Public:** None
5. **Unfinished Business:**
 - 5.1. Outside Lighting Repair: Director Hatch explained Synergy Electric's quote for the front of the building was less and repairs have been completed. Director Hatch further explained the staff entrance lighting quote was similar to Goyette's and Synergy Electric has investigated issues and repairs are in process.
 - 5.2. Fines: Director Hatch provided a few articles regarding fines and suggested this item be tabled until Trustee Clemens returns next.
6. **New Business:**
 - 6.1. Potential Logos: Director Hatch provided sample logos for the Library. Discussed logos, eliminated some logos, further discussion and additional logo ideas are needed.
 - 6.2. Meeting Room Policy: Director Hatch explained issues with updated software for meeting room and program attendance and suggested some changes to the meeting room policy. Discussion regarding policy changes. Director Hatch will try to have a revised policy for next meeting.
 - 6.3. Open Forum: Discussion regarding recent change of October meeting date. Date changed back to regular schedule October 23, 2018. Also Director Hatch explained a smoke alarm which occurred September 20th, at 11:30 pm. The smoke was contained to the electrical room

with no damage to the library. Department Heads worked with Police and Fire, the building was thoroughly searched and no other issues were located. Goyette has located the issue and made initial repairs. Investigation regarding the equipment is in process.

7. Communications:

7.1. None.

8. Adjournment: McMunn moved to adjourn, Harris seconded. Motion carried. Meeting adjourned at 7:39 p.m.

Respectfully submitted,

Marianne McMunn
Secretary