

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, June 25, 2019 7:00 p.m.

Members Present: Keef, Harris, and Gramlich. Also present, Director Hatch and Jeanne Brown to record the minutes. Trustees Clemens, Weeks, and McMunn 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, Gramlich 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. None
6. **New Business:**
 - 6.1. Budget Adjustment #4: Director Hatch provided budget adjustment #4 and explained changes. Harris moved to approve budget adjustment #4 as presented, Gramlich seconded. Motion carried.
 - 6.2. Shared Automation System Calendar 2020: Director Hatch provided a memo explaining the schedule and additional options. Discussion regarding the options. Gramlich moved to approve closure on Mother's day for 2020 and to add Mother's day to the list of closed dates in the policy, Harris seconded. Motion carried. Gramlich moved to approve closure on July 3, 2020, Harris seconded. Motion carried.
 - 6.3. Local Community Stabilization Act funding: Director Hatch provided a memo and explained monies received. Director Hatch also provided information regarding the Library Wish List, including items completed, in process, research updates and a few items to add to the list. Also included in the memo were recommendations. Board discussed memo. Gramlich moved to approve purchase of white board for group study A, and two Notebook computers for Staff and

Public, Harris seconded. Motion carried. Other items on list tabled for future meeting.

- 6.4. Lounge Furniture: Director Hatch provided a memo explaining the information/quotes received. Discussion regarding the quotes and issues. Item tabled for next meeting and additional information.
- 6.5. Millage Renewal 2020: Tabled for next meeting.
- 6.6. Facility Improvements: Director Hatch provided information regarding damage to area near maintenance room sink and provided a quote for repairs. Gramlich moved to approve quote from Specialist Construction for repairs, Harris seconded. Motion carried.
- 6.7. Open Forum: Trustee Gramlich asked how fine free was going; Director Hatch explained things are going fine and also mentioned other libraries have called to ask her about fine free.

7. Communications:

- 7.1. Stephen Jackman, Workshop Report: Director Hatch shared Stephen's report. Board complimented Stephen on his report.
- 7.2. Tina Hatch, MLA Executive Summit Report: Director Hatch shared information from the summit.
- 7.3. Gleaners, Thank you, Food for Thought: Director Hatch shared Thank you and mentioned the amount of food donated was enough for 230 meals.
- 7.4. Friends of the Library, Thank you for lighting replacement: Director Hatch shared the thank you from the Friends.

- 8. Adjournment:** Harris moved to adjourn, Gramlich seconded. Motion carried. Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Donna Gramlich
Acting Secretary