

Pontiac Public Library

Board of Trustees Meeting Minutes

December 12, 2011

The Pontiac Public Library Board of Trustees met at the Pontiac Public Library on December 12, 2011. In the absence of President Eric Hoover, Secretary Kathy McLean called the meeting to order at 5:20pm.

Roll call was answered by Curt Myers, Connie Snyder, Sara Schickel, Bruce Koerner, Amy Dunn and Kathy McLean.

Consent Agenda: Minutes of November meeting and bills were discussed. The 2012 Regular Board Meeting dates were presented and it was agreed that the Closed Session minutes remain closed. Sara moved to approve the Consent Agenda, Bruce seconded the motion. All in favor, motion passed.

Correspondence: A grant in the amount of \$2,250.00 from Wal-Mart was received.

Director's Report: The Pontiac Public Library Board of Trustees is listed as owner of the library building. The City of Pontiac owns the parking lot, so it is considered a public parking lot. A Kindle and Nook have been purchased and a Barnes & Noble representative was on site to provide staff training. The total amount raised by Joan Lipinski's fundraiser was \$2093.97. This brings the total fund for the microfilm reader to \$3018.97. Children's Department: Patrons have been making donations to the mitten tree to provide warm clothing to local elementary schools. Michael is starting a Lego Club and is seeking Lego donations.

Finance Committee: Did not meet.

Building and Grounds: Discussed leaking windows. The city will fill holes in parking lot this summer. The city has started repairs in the back hallway. Work on windows will run approximately \$1500.

Management Committee: New Personnel Policy changes were reviewed. Connie made a motion to accept the changes to the policy, Curt seconded the motion. All in favor, motion passed.

New Business: Bruce asked the Sheriff if a trustee could paint the windows, the sheriff agreed. Work should begin in the spring. Layla will be contacting several people who may be interested in filling the vacancy on the Board. She will bring the responses to the January Board meeting.

Trustee Closing Comments: It was suggested that the Board purchase a gold library card for Jane Diaz.

Kathy moved to adjourn the meeting at 5:45pm, Sara seconded the motion. All in favor, motion passed.

Respectfully submitted,

Kathy McLean, Secretary

Eric Hoover, President

