

Pontiac Public Library
Board of Trustees Meeting Minutes
September 12, 2011

The Pontiac Public Library Board of Trustees met at the Pontiac Public Library on September 12, 2011. President Eric Hoover called the meeting to order at 5:16pm.

Roll call was taken. Answering present was President Eric Hoover, Vice President Jane Diaz, Bill Bertram, Sara Schickel, Bruce Koerner and Kathy McLean. Connie Snyder arrived after roll was taken.

The minutes of the previous meeting and financial report were discussed. The board discussed Reta's memo regarding tax distribution and CDs. Jane moved to approve the minutes and financial report and Sara seconded the motion. All in favor, motion passed.

There was no correspondence to consider.

Director's report: The board reviewed the Material Selection Policy. Bill moved to reapprove the Material Selection Policy, Bruce seconded the motion. All in favor, motion passed. The board also reviewed Chapter 2, Governance and Administration, of Serving Our Public 2.0 for this year's grant application. Trustees inquired about board orientation materials and discussed subject with Layla. Interviews for children's librarian began September 9th and will continue through the week.

Finance Committee: Did not meet

Building and Grounds Committee: Bruce discussed continuing projects being taken care of by the City of Pontiac. Layla will be applying for grants for future building projects. Bruce will obtain estimates to be submitted with grant applications.

Management Committee: Met August 22 with Reta to discuss discrepancies in personnel policy. A letter will be sent from the board to the staff regarding the policy.

Long Range Plan Committee: No further meetings needed, project is complete.

New Business: Public computer time to be expanded from one hour to two hours. Connie made a motion to increase the time limit. Bill seconded the motion. All in favor, motion passed.

Trustee Closing Comments: Bruce inquired about budget allowance for building repairs in 2012.

Eric moved to adjourn the meeting and Bill seconded the motion. All in favor, motion passed.

Respectfully submitted,

Kathy McLean, Secretary
Eric Hoover, President

