

MINUTES

McMillan Memorial Library
Board of Trustees
March 15, 2017

DRAFT

Subject to
Approval

President Zacher called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:00 p.m.

ROLL CALL ATTENDANCE:

Present: Anne Zacher, Andrea Galvan, David Farmbrough, Kevin Finbraaten, Colleen Dickmann, Susan Bovee, William Clendenning, William Jacobs, and Scott Kellogg.
Administration: Andrew Barnett, Vicki Steiner, and Brian Kopetsky.
Others in attendance: Rick Potter

CORRESPONDENCE: There were no items of correspondence.

MINUTES: A motion to approve the Minutes of the February 15, 2017 Library Board meeting was made by Dr. Dickmann, second by Mr. Kellogg. Motion carried.

TREASURER'S REPORT: Mr. Barnett presented the financial reports for March 2017. A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Dr. Dickmann, second by Ms. Galvan. Motion carried.

Mr. Barnett reported on the TRIP program.

DIRECTOR'S REPORT:

Library Use and Events – We will have a concert on April 27 – the Bob Schulz Frisco Jazz Band. This will be personally sponsored by George Mead. The Library showed four movies and *Amadeus* during ARTiGras. We had over 30 for the documentaries *Look of Silence* and *Between Allah and Me*. We host the Spotlight Talent Show on March 25. We will be showing a film as part of the Prairie Chicken Festival on April 8th. We are again part of the Teen Job Fair, coming April 17. Spring break will see a series of special maker-based events. Interviews for our Rural Schools oral history project are underway.

Buildings and Grounds – The new controls are installed and we are waiting to acquire Internet access to them. We purchased lightly-use office desks for the director and assistant director.

Budget – The end of year numbers are in. We carried over more than usual because two projects (HVAC controls - \$15,384, Display sign - \$7,435) were begun in 2016 but not completed until 2017. The public address system has also been carried over from 2016, but is not completed. This accounts for 1/3 of the carryover. The City is beginning Capital planning for 2018, with a meeting on March 28.

Miscellaneous – I am participating in the Education / Prevention pillar of the Wood County Drug Task Force. The Mayor's Sustainability Council received a presentation on our solar project. The newly-hired Director of Innovation toured the Library with his staff. The Library is working with the SWCHM to identify digitization projects. I met with our state senator and representatives on Library Legislation Day, promoting rural broadband and funding for library systems.

COMMITTEE REPORTS: A meeting of the joint Finance and Building & Grounds Committees met on March 13, 2017 at 4:30 pm. Discussion will take place under Old Business.

OLD BUSINESS: Mr. Barnett presented information on the discussion of the solar project. Discussion followed. Ms. Bovee noted that it is the recommendation of the committees that we precede with the next step of the project.

A motion to proceed to get formal proposals on the solar project and to present the scope of the project to the City Finance and Property Committee was made by Mr. Clendenning, second by Mr. Kellogg. Motion carried.

NEW BUSINESS: There were no items of New Business to bring before the Board.

A motion to adjourn was made by Ms. Galvan, second by Ms. Bovee. Motion carried and the meeting adjourned at 5:23 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on April 19, 2017 at 4:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary