



Library Board Meeting Minutes

CALL TO ORDER & ATTENDANCE

Board President, Ms. Pamela Clark, called the Public Libraries of Saginaw Board Meeting to order on January 17, 2019, at 5:00 p.m., at the Hoyt Main Library. Board members present were: Ms. Ann Schneider Branch, Ms. Pamela Clark, Ms. Melissa Garcia, Ms. Diane Kloc, Ms. Jeanne Lesinski and Mr. Ralph Martin. Mr. Bob Johnson was absent. Present from the Public Libraries of Saginaw were: Ms. Karen Butler, Ms. Jennifer Harden, Ms. Maria McCarville, and Ms. Patricia Speight.

PRESENTATION OF AGENDA

The President asked all present to review the agenda. No additions or corrections were requested.

PUBLIC COMMENTS

There were no public present.

PR UPDATE

Ms. Harden shared the events and advertising for Black History Month, noting that book lists will be available in each branch and on our website. She then advised that we are in the running for a STARS Bus Wrap, but need additional voting to remain one of the the top 3 institutions. The contest runs through February 18. She advised that the library supplies the police department vehicles with books that have been weeded and withdrawn from our collections, for both children and teens. Now books are available in the lobby of the police station as well. The March newsletter will have an article on the Consumers Energy Foundation donation to the Hoyt Trust that was presented earlier this evening. Mr. Martin suggested that books could also be available to the fire department. He will contact Ms. Harden to set up arrangements.

APPROVAL OF MINUTES

The President asked all to review the minutes of the December 20, 2018 meeting.

The President entertained a motion to approve the minutes of the December 20, 2018 Library Board meeting as presented. Ms. Ann Schneider Branch so moved. Mr. Ralph Martin seconded the motion. The motion carried unanimously.

FINANCIAL MONTHLY REPORTS

Check Register Report

Ms. Speight presented the PLOS checks list dated January 7, 2019 covering checks numbered 78652-78728, written from December 14-20, 2018, highlighting a number of items. There were no questions.

The President entertained a motion to approve the checks list dated January 7, 2019 as presented. Mr. Ralph Martin so moved, with a second by Ms. Melissa Garcia. The motion carried unanimously.

Consolidated Expense Report

Ms. McCarville reviewed the PLOS expenditures through the end of December 2018. She advised that Line 433 Snow Removal is 22.6% spent and she hopes for continued good weather to stay in budget. All other lines are where we expected them to be. There was a question about Line 509 and the recent camera installation project, wondering if funds came out of that line. Ms. McCarville said they had budgeted for the project from that line. There were no other questions. She then reviewed the Zauel Expenditure Report noting that they are in good shape. Lines 320 and 321 are 43% spent, so they are making progress with their ordering. The rest of their lines are where we expected them to be. There were no questions.

Revenue Report

Ms. McCarville reviewed the PLOS revenue report. She pointed out that Line 110 Current Local Taxes shows 97.5% received and other lines are where we expect them to be. There were no questions. Ms. McCarville then reviewed the Zauel Revenue report noting that Line 197 Contract Contribution is 50% received, which is right where it should be. There were no questions.

The President recommended that the monthly reports be received and filed.

COMMITTEE REPORTS

There was no committee report this month.

DIRECTOR'S REPORT

Ms. McCarville updated the Board on the progress of the Narcan Bills. She asked for volunteer readers for the Books for Breakfast event on March 9 at the Hunger Solution Center. Readers are also needed for the Dear @ the Zoo event, held rain or shine, on June 19. She reviewed programs happening at the branches, and noted appreciation

for Hoyt Library being able to close for the much needed interior renovations. She then reviewed the statistics noting the increase in wireless usage. We have added additional wifi spots and patrons can now connect anywhere in the building. Hoopla statistics are showing an 80% increase. There was a question regarding Hoopla notifications. There were no other questions.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

Trustee Manual Review – Chapter 9

Ms. McCarville covered the chapter on Intellectual Freedom and gave a current example from library experience. She advised that the collection development policy will be reviewed this year. The public has the right to access the library, all are welcome at the library, and we do not discriminate in any way. There were no questions.

Ms. Pamela Clark entertained a motion to adjourn the meeting. Ms. Melissa Garcia so moved. Mr. Ralph Martin seconded the motion. The motion carried unanimously.

The meeting adjourned at 5:24 p.m.

Respectfully submitted,

Ralph Martin, Secretary
