

## BOARD OF TRUSTEES MEETING

MONDAY, DECEMBER 5, 2016

**MEMBERS PRESENT:** Sheldon, Karen, Emily, Kathy, Terry, Sue, Bill, Roberta, Lesli

Absent: Andrew, Edwards Township rep.

Meeting called to order by Terry at 6:30 PM

**Minutes of last meeting:** On file. Correction to last month's meeting: Adding Karen Michaels to 'members present'. Karen motioned to approve minutes with change, Sheldon supported. All in favor-motion passed

**Public Comment:** None

**New Business:** Jim Anderson, CPA presented his audit to the board. Audit on file. The board reviewed with him the findings and summation of the audit. The bottom line is that we received an "unmodified opinion" which primarily states the figures are accurate and in order. Jim went to great length to explain the process, answered board member questions and offered some recommendations, especially on the MERS contributions. There were no issues that needed to be corrected, Emily planned well throughout the year and if questions came up she would get them answered and corrected at that time. We are in a positive net position, most significantly due to the generous donation from a patron- this will be discussed later in the meeting. Karen motioned to accept the audit, Sue supported, all in favor, motion passed. The board then discussed in some greater detail the recommendation that we increase the MERS contribution- we are slipping behind and want to prevent getting in the position that we cannot fund our obligation, therefore Karen motioned to increase the MERS employee contribution by 1%, Terry supported, all in favor, motion passed. Discussion was held regarding the Edwards Township election changes and who might replace Lou Winter who was acting president. The board would greatly appreciate the Township keeping Lou as a library board member, if they are so inclined. Emily will reach out to the board and ask to be placed on their next meeting agenda to see who will be serving the term. The board agreed that the January meeting will be skipped- Sue motioned to skip the January 2017 meeting, Terry supported, all in favor. Motion passed. Staff Holiday gifts were discussed. Motion made by Karen to give the full-time staff a \$50.00 bonus, part time will be given a \$25.00 bonus. Supported by Bill, all in favor. Motion passed Reminder that the Chamber of Commerce "Business After Hours" will be held December 15 at the library. 4:30-6:30 pm. Any and all Board members are invited.

**Treasurers Report:** On file. Sue reviewed with the board, all looks in order and in good shape. Terry motioned to accept the treasurers report, Bill supported, all in favor. Motion passed.

**Librarians Report:** On file. Of note, the Art and Wine Walk was again a big event. Estimated people who attended was about 900. The Silent Auction netted \$750.00. The health insurance premium came in at about 6% higher, which overall was not too bad. Predictions were much higher. Emily presented the board with appreciation gifts.

**Old Business:** discussion held about the generous donation from Irene Peterson. The lawyers sent an unexpected "final payment" of an additional \$8060.01. This was appreciated by the board and staff. This will be placed in the capital improvement fund.

Next meeting is February 6, 2017 at 6:30 pm

Motion to adjourn made by Karen, supported by Terry. Adjourned at 8:05 pm

Kathy Shirey, secretary