

**Flat Rock Public Library  
Board of Directors  
Minutes July 23, 2014**

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Meeting called to order at 6:04 p.m.

**ROLL CALL OF MEMBERS:**

Present: Paul Gagne, Charlene Smith, Tom MacDonald, Ruth Vack, Frank Hamet

Guests: Linda Mulder

**APPROVAL OF AGENDA:**

*Motion by Gagne, supported by MacDonald to approve the Agenda as presented. Motion carried*

**APPROVAL OF MINUTES:**

*Motion by Gagne, supported by Vack to approve the minutes of May 28, 2014 as presented. Motion carried.*

**APPROVAL OF FINANCIAL REPORT:** The Board noted their appreciation of the \$40,000 received from the City.

*Motion by Hamet, supported by Smith to approve the May & June (before audit) Financial Reports as presented. Motion carried.*

**PUBLIC COMMENT:** None present

**OLD BUSINESS:**

1. Contract Community: Table to September meeting
2. Computer Upgrade: Microsoft may not abandon XP for security reasons. As there are no funds, no upgrades will be done until the money comes in September.
3. Minimum Wage: Minimum wage will increase to \$8.15 effective 9-1-14. Director budgeted for 7 days/50 hours.
4. Library Hours and Days Decision: Suggest leaving Tues. & Wed. morning start time at 10 due to Preschool Story Hours, and Wed. afternoon Summer Reading Program. Both very successful reading programs.

*Motion by MacDonald, supported by Smith that beginning Sept. 7, 2014 Library will be open 7 days/40 hours a week per Schedule B (attached). Aye: MacDonald, Smith and Vack. Nay: Gagne and Hamet. Motion carried*

5. Date New Director Begins: New Director, Terri Koyl has been hired. Start date of Sept. 7, 2014. She has agreed to come in for training prior to start date. She is to meet the Mayor and Treasurer tomorrow.

*Motion by MacDonald, supported by Hamet the new Director will start work on Sept. 7, 2014.  
Motion carried.*

6. Corrected 2014-15 Library Budget: Errors have been corrected and changes made to Clerical 706.8, 763 Computer Expenses, 774.2 TLN Overdrive (E-Books), and 887.1 Reimburse Empl. Health Ins. Director distributed the "Time Payment Schedule Between Auto Alliance and Flat Rock" to be used during budget process.

*Motion by MacDonald, supported by Hamet to approve the July 15, 2015 budget as amended.  
Aye: MacDonald, Hamet, Smith, Vack. Nay: Gagne Motion carried.*

**NEW BUSINESS:** None

## **REPORTS**

**DIRECTOR'S REPORT:** See attached. Work email (Outlook Express) has not been working, computer employee unable to repair it. TLN will now provide our email.

*Motion by Smith, supported by MacDonald, to accept the Director's Report as presented.  
Motion carried.*

**CORRESPONDENCE:** None

## **BOARD COMMENTS:**

Vack: Thanks to Gagne and Hamet for all their work in the Director interview process.

Smith: Confirmed Director Mulder's retiring Sept. 13, 2014, but will come in as needed for the new Director. Suggested Youth Librarian become FTE in November. Place on September agenda.

MacDonald: Suggested Mulder create a tickler file of tabled items, a priority list of things that need to be done, and budget items.

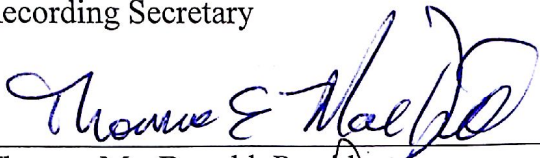
Gagne: Inquired if the insurance company was called regarding the roof. Clerk contacted but insurance company does not return calls. Parking lot, not a priority at this time. Benefit Opt Out program, Director will ask Terri if she wants insurance.

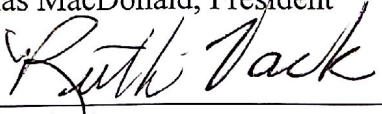
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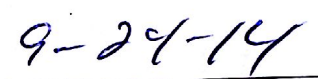
The next meeting will be held on Wednesday, July 23, 2014 at 6:00pm. There being no further business to discuss a motion was made by MacDonald, supported by Smith to adjourn the meeting at 7:55 p.m.

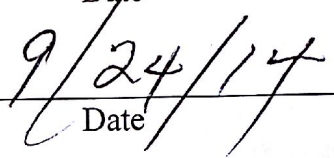
Respectfully submitted,

Marie O'Hara  
Recording Secretary

  
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Thomas MacDonald, President

  
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Ruth Vack, Secretary

  
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Date

  
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Date