

**Flat Rock Public Library
Board of Directors
Minutes March 23, 2016**

Meeting called to order at 4:32 p.m.

ROLL CALL OF MEMBERS:

Present: Tom MacDonald, Frank Hamet, Paul Gagne, Charlene Smith
Excused: Ruth Vack
Guests: Rachel Lee

APPROVAL OF AGENDA:

Motion by Hamet, supported by MacDonald to approve the Agenda as revised. Motion carried

APPROVAL OF MINUTES:

Motion by MacDonald, supported by Gagne to approve the minutes of January 20, 2016 as presented. Motion carried.

APPROVAL OF FINANCIAL REPORT:

Motion by Gagne, supported by Smith to approve the January and February Financial Reports as presented. Motion carried.

PUBLIC COMMENT: None

OLD BUSINESS:

1. Parking Lot, External Lights: Waiting for quote on Pot lights. Geal Electric disconnected power to lights. Director will find out if all lights must be lit for safety purposes, or possibly light every other one.
2. Distribute Updated Employee Policy 5.13
3. Geal Electric: All inside lights have been repaired.
4. 5-10 Year Plan: After third quote is received, schedule carpet cleaning. Request quote from carpet cleaner on cleaning the soiled chairs and have them cleaned at the same time if feasible. If not, schedule refurbishment of chairs.

NEW BUSINESS:

1. Sprinkler System – Deficiencies - Air Leak: Schedule repair which will cost approximately \$1,300.
2. 2016-17 Budget Proposal: Personal Property Tax Reform will take effect in 2019. Director will request Mr. Marciniak to come to our May meeting to explain how it will impact our budget.
3. Early Literacy Story-time: A part-time librarian will be required to offer an additional story time on Thursday. If the residents support it we will offer the program in the spring.

REPORTS

DIRECTOR'S REPORT: See attached.

1. Gibraltar is unable to join with the FRPL at present.
2. Security Cameras were purchased through a Grant which included maintenance. Director will speak with Police Chief to determine present status and if repairs are covered under the grant. Place on May agenda.

CORRESPONDENCE: None

BOARD COMMENTS:

Smith: To be in compliance with our P&P the Board is required to do a yearly evaluation for the Director. Smith would like to use the Director's Evaluation form from ALA or other libraries. Requests Staff meeting minutes also be utilized for Directors evaluation.

Gagne: None

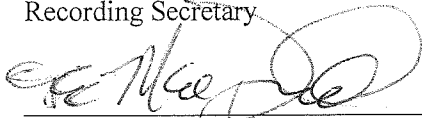
Hamet: None

MacDonald: Noted another Library had Amnesty for Fines up to \$5 by donating canned goods. Director Lee felt this could potentially be a legal problem for FRPL.

The next meeting will be held on Wednesday, May 25, 2016 at 4:30pm. There being no further business to discuss a motion was made by MacDonald, supported by Hamet to adjourn the meeting at 5:46 p.m.

Respectfully submitted,

Marie O'Hara
Recording Secretary



Thomas MacDonald, President

5-25-16
Date

Charlene Smith, Secretary

Date