

**Flat Rock Public Library
Board of Directors
Minutes January 21, 2019**

Meeting called to order at 4:35 p.m. by President MacDonald.

ROLL CALL OF MEMBERS:

Present: Tom MacDonald, Frank Hamet, Adrienne Clements, Paul Gagne
Excused: Ruth Vack, Sally Carter
Guests: Brian Marciniak, City Treasurer, Mark Prindiville, Library Director

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

Motion by MacDonald, supported by Hamet to approve the minutes of November 28, 2018 as presented. Motion carried.

APPROVAL OF FINANCIAL REPORT:

Begin Budget preparations in February, present at March meeting.

Motion by Hamet, supported by MacDonald to approve the 11-30-18 and 12-31-18 Financial Reports. Motion carried.

PUBLIC COMMENT: None

OLD BUSINESS:

1. Roof Quotes: Table

NEW BUSINESS:

1. Paul Gagne: In recognition of all his years of service the Board has named the Activity Room “The Paul R. Gagne Activity Room”. The Board noted his dedication and concern for the Library since its inception. His valuable information will be missed.
2. Adrienne Clements: Welcome to the Library Board new member Clements. She will be completing Mr. Gagne’s term which expires 8-17-19.
3. Brian Marciniak (rent and other financial inquiries): Next year: Agreement/understanding with FR Library Board and City Treasurer that the Building Authority would maintain the library building oversight, and facilitate needs that arise in the future. If there is any rent it would be minimal. Capital Improvement Plan: the Building Authority would have oversight on those projects in the future (roof). Roof repair has received 3 bids and the funds are available. Parking Lot is shared. City advocates the cost be shared with the multiple users. Current year is covered in the Library Operating Budget. \$160,000 to be used for Capital Improvement this year. The Library will be authorized to spend an amount agreed upon by the Board and the Building Authority without Authority approval for the plant and grounds. “Rent” will be removed from the budget. Treasurer will meet with Mayor to discuss the roof, some indication of the spending limit to be approved by the Building Authority, timing of reinstating of the Building Authority.
4. State Aide Report: Reviewed and discussed.

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5. City Projects (will library be included?): Concern that city landscaping work will impact the library. Library would like to be included in repairing the bricks.

DIRECTOR'S REPORT: See attached.

1. Camera in computer area will enable identification of patrons' inappropriate usage. Will be able to review if a patron complaint is received and talk to the offender.
2. Use of Reference Desk is steadily increasing
2. Capital Building Plan: List of priorities being developed. Place on March Agenda.

CORRESPONDENCE: None

BOARD COMMENTS:

Hamer: State Aid Report, requested clarification of Class 4 vs Class 3 library. Director will investigate and report next meeting. Will miss Mr. Gagne's expertise, wish him the best in the future.

Clements: Very excited to be on the Board

MacDonald: Best wishes to Mr. Gagne, commend him for all his service to the library and the city. He will be missed. Welcome Clements to the Board, look forward to working with her.

The next regular meeting will be Wednesday, March 27, 2019 at 4:30pm.

There being no further business to discuss a motion was made by MacDonald supported by Hamet to adjourn the meeting at **p.m.**

Respectfully submitted,

Marie O'Hara
Recording Secretary

Thomas MacDonald, President

Date

Sally Carter, Secretary

Date