

SCHULTZ-HOLMES MEMORIAL LIBRARY
BOARD MEETING MINUTES
January 3, 2013

A regular meeting of the Schultz-Holmes Memorial Library Board was held in the Library Auditorium on Thursday, January 3, 2013. President Sarah Mason called the meeting to order at 5:45 p.m. The Pledge of Allegiance was recited by the attendees.

Trustees present: Greg Brown, Sarah Mason, Lauri Reinhardt, and Josephine Spiegel.

Also present: Dr. Bob Barringer, Library Director;

Trustees absent: Mary Gregg, Vic Hogue

Public Comment: none

Recording Secretary's Report: Josephine Spiegel made a **Motion** to approve the minutes as submitted. The **Motion** was seconded. The **Motion** was approved unanimously.

Corresponding Secretary's Report: No report.

Treasurer's Report: Dr. Barringer presented financial reports. No further discussion/questions. Need to transfer money to pay bills for funds spent on grant.

Library Director's Report: Dr. Barringer presented his report. Discussion was held.

Heating Issues: Kevin Shoemaker looking into heating areas of bathroom and back door area of the library. Dr. Barringer will check with him.

Motion was made by Lauri Reinhardt to adjourn the meeting. **Motion** was seconded and passed unanimously. President Sarah Mason adjourned the meeting at 6:04 pm.

Greg Brown
Recording Secretary

Schultz-Holmes Memorial Library
Library Board Meeting
February 7, 2013

A regular meeting of the library board was called to order on Thursday, February 7, 2013, at 5:30 p.m. in the library auditorium by Vice-President Mary Gregg.

Trustees present: Mary Gregg, Lauri Reinhardt, Vic Hogue, and Josephine Spiegel.

Trustees absent: Sarah Mason and Greg Brown.

Also present: Dr. Bob Barringer, Library Director, and, Susan Harmes, Assistant Library Director.

Greg Brown joined the meeting at 5:35 p.m.

Trustee Hogue made a **MOTION** to accept the minutes of the January, 2013, meeting as presented.

Trustee Reinhardt seconded the motion and the motion passed by a unanimous vote of the board.

Trustee Brown made a **MOTION** to allow Dr. Barringer to tell the Lenawee County Commissioners that they are allowed to use the library auditorium one time free of charge on July 25, 2013, for a community outreach meeting. Trustee Spiegel seconded the motion. The motion passed by a unanimous vote of the board.

Sarah Mason joined the meeting at 5:45 p.m.

Trustee Brown made a **MOTION** to donate one library auditorium rental to the Rotary Auction. Trustee Reinhardt seconded the motion. The motion passed by a unanimous vote of the board.

President Mason called for a **MOTION** to adjourn the meeting. Trustee Gregg made a **MOTION** to adjourn the meeting and the motion was seconded by Trustee Hogue. The motion carried and President Mason adjourned the meeting at 6:05 p.m.

Susan Harmes
Recorder

Schultz-Holmes Memorial Library
Library Board Meeting
March 7, 2013

A regular meeting of the Schultz-Holmes Memorial Library Board was called to order on Thursday, March 7, 2013, at 5:35 p.m. in the library auditorium by Vice-President Mary Gregg.

Trustees present: Mary Gregg, Lauri Reinhardt, Greg Brown, Josephine Spiegel and Vic Hogue.

Trustees absent: Sarah Mason.

Also present: Dr. Bob Barringer, Library Director, and Susan Harmes, Assistant Library Director.

Sarah Mason joined the meeting at 5:39 p.m.

Trustee Brown made a **MOTION** to approve the minutes of the February, 2013, meeting as presented. Trustee Hogue seconded the motion and the motion passed by a unanimous vote of the board.

Old Business and New Business agenda items were discussed.

Trustee Brown made a **MOTION** to adjourn the meeting. Trustee Reinhardt seconded the motion and the motion passed by a unanimous vote of the board. President Mason adjourned the meeting at 6:40 p.m.

Susan Harmes
Recorder

Schultz-Holmes Memorial Library
Library Board meeting
April 4, 2013

President Sarah Mason presided at the April 4, 2013, regular meeting of the Schultz-Holmes Memorial Library board. The meeting was called to order at 5:30 p.m. in the library auditorium.

Trustees present: Sarah Mason, Mary Gregg, Lauri Reinhardt, Vic Hogue, and Josephine Spiegel.

Trustees absent: Greg Brown.

Also present: Dr. Bob Barringer, Library Director, and Susan Harmes, Assistant Library Director.

Dr. Barringer introduced Brenda Kozie-Peak as a representative to the Library Services and Technology Act Advisory Council of the Library of Michigan.

Trustee Gregg made a **MOTION** to approve the March 7, 2013, meeting minutes as presented. Trustee Reinhardt seconded the motion and the motion passed by a unanimous vote of the board.

A **MOTION** was made by Trustee Gregg to pass the resolution authorizing the application for the special license for the beer-tasting program in May, 2013. Trustee Spiegel seconded the motion. The motion passed by a 4-1 vote.

A **MOTION** was made by Trustee Hogue to have Dr. Barringer draft a resolution for an illuminated digital sign for the front yard of the library. Trustee Spiegel seconded the motion. The motion passed by a unanimous vote of the board.

Trustee Reinhardt made a **MOTION** to accept the policies as presented by the volunteer policy committee: the Posting Policy; the Genealogy and Local History Research Request Policy; the Child Safety Policy; the Security Camera Policy; the Library Card Policy; the Library Bill of Rights and Freedom of Access to Read Policy; and, the Customer Service Policy. Trustee Spiegel seconded the motion. The motion passed by a unanimous vote of the board.

A **MOTION** was made by Trustee Reinhardt to adjourn the meeting. Trustee Gregg seconded the motion and the motion passed by a unanimous vote of the board. President Mason adjourned the meeting at 7:03 p.m.

Susan Harmes
Recorder

Schultz-Holmes Memorial Library
Board Meeting
May 2, 2013

A regular meeting of the Schultz-Holmes Memorial Library Board was called to order on Thursday, May 2, 2013, at 5:30 p.m. in the library auditorium by Vice-President Mary Gregg.

Trustees present: Mary Gregg, Lauri Reinhardt, Greg Brown and Josephine Spiegel.

Trustees absent: Sarah Mason and Vic Hogue.

Also present: Dr. Bob Barringer, Library Director, and Susan Harmes, Assistant Library Director.

Trustee Reinhardt made a **MOTION** to approve the minutes of the April 4, 2013, meeting as presented. Trustee Brown seconded the motion and the motion carried by a unanimous vote of the Board.

Trustee Hogue joined the meeting at 5:35 p.m.

Trustee Hogue made a **MOTION** to approve the resolution to support a revision to the Blissfield Village sign ordinance. Trustee Brown seconded the motion and the motion carried by a unanimous vote of the Board.

Trustee Mason joined the meeting at 5:45 p.m.

Trustee Reinhardt made a **MOTION** to accept the Selling and Solicitation Policy as revised. Trustee Gregg seconded the motion and the motion carried by a unanimous vote of the Board.

Trustee Brown made a **MOTION** to approve the Patron Behavior and Hygiene Policy as submitted. Trustee Gregg seconded the motion and the motion carried by a unanimous vote of the Board.

President Mason called for a motion to adjourn the meeting. Trustee Brown made a **MOTION** to adjourn the meeting and it was seconded by Trustee Reinhardt. The motion carried and President Mason adjourned the meeting at 6:18 p.m.

Susan Harmes
Recorded

Schultz-Holmes Memorial Library
Board Meeting
June 6, 2013

A regular library board meeting was called to order on Thursday, June 06, 2013, at 5:30 p.m. in the library auditorium by the Vice-President, Mary Gregg.

Trustees present: Mary Gregg, Lauri Reinhardt, Vic Hogue, and Greg Brown.

Trustees absent: Sarah Mason. Josephine Spiegel

Also in attendance: Dr. Bob Barringer, Library Director

A **Motion** by Trustee Brown to approve the May meeting minutes as presented was seconded by Trustee Hogue. The motion passed.

A Motion by Trustee Brown to amend the agenda to have Board action items placed to the front of the meeting was seconded by Trustee Hogue. The motion passed.

A Motion by Trustee Reinhardt to accept gift and boxes from Bruce Klump and direct Dr. Barringer to purchase books with the money and dispose of the boxes per our adopted retention schedule. Seconded by Trustee Hogue. The motion passed.

A Motion by Trustee Reinhardt to accept the Cellphone policy and Food and Beverage policies as presented. Seconded by Trustee Hogue. The motion passed.

A Motion by Trustee Hogue to purchase table and chairs with funds from the Rost Account to not exceed \$4,000.00. Seconded by Reinhardt. The motion passed.

Trustee Brown made a **Motion** for adjournment of the meeting and it was seconded by Trustee Hogue. The motion passed. Vice-President Gregg adjourned the meeting at 6:01 p.m.

Greg Brown
Recording Secretary

Schultz-Holmes Memorial Library
Board Meeting
July 11, 2013

A regular library board meeting was called to order on Thursday, July 11, 2013, at 5:30 p.m. in the library auditorium by the President, Sarah Mason.

Trustees present: Sarah Mason, Josephine Spiegel, Lauri Reinhardt, Vic Hogue, and Greg Brown.

Trustees absent: Mary Gregg.

Also in attendance: Dr. Bob Barringer, Library Director , Jim Wonacott

A **Motion** by Trustee Reinhardt to approve the June meeting minutes as presented was seconded by Trustee Spiegel. The motion passed.

Library Directors report discussed and budget for books addressed.

A Motion by Trustee Brown to approve an additional \$2,500 for collection enhancement for 2012-2013 into the fine expenses was seconded by Trustee Reinhardt. The motion passed.

A Motion by Trustee Brown approve the 2013 -14 budget as presented with the increase of \$2,500 for collection enhancement and \$250 for ILL delivery and authorize Dr. Bob to make adjustments to the budget as necessary. Seconded by Trustee Spiegel. The motion passed.

Trustee Brown made a **Motion** for adjournment of the meeting and it was seconded by Trustee Reinhardt. The motion passed. President Mason adjourned the meeting at 6:04 p.m.

Greg Brown
Recording Secretary

Schultz-Holmes Memorial Library
Board Meeting
August 1, 2013

A regular library board meeting was called to order by the president, Sarah Mason, on Thursday, August 01, 2013, at 5:30 p.m. in the library auditorium.

Trustees present: Sarah Mason, Mary Gregg, Vic Hogue, Lauri Reinhardt, and Josephine Spiegel.

Trustees absent: Greg Brown.

Also present: Dr. Bob Barringer, Library Director, and, Assistant Director, Susan Harnes.

Trustee Reinhardt moved to approve the July 11, 2013, meeting minutes as presented. Trustee Hogue seconded the motion and the motion was passed by the board.

Trustee Hogue moved to allow Bob to transfer \$1,000.00 from attorney fees to collection expenses. Trustee Reinhardt seconded the motion. The motion carried.

Trustee Gregg moved to adjourn the meeting and Trustee Hogue seconded the motion. The motion was passed.

President Mason adjourned the meeting at 6:00 p.m.

Susan Harnes
Recorder

Schultz-Holmes Memorial Library
Board Meeting
September 5, 2013

A regular library board meeting was called to order on Thursday, September 5, 2013, at 5:45 p.m. in the library auditorium by the Vice-President, Mary Gregg

Trustees present: Mary Gregg, Josephine Spiegel, Lauri Reinhardt,, and Greg Brown Vic Hogue.
Trustees absent: Sarah Mason,.

Also in attendance: Dr. Bob Barringer, Library Director , Jim Wonacott

A **Motion** by Trustee Reinhardt to approve the June meeting minutes as presented was seconded by Trustee Spiegel. The motion passed.

Corresponding Secretary reported sent out 22 notes.

Vic Hogue arrived at 5:47PM

Reviewed treasury report and discussion followed.

Library Directors report discussed and budget for books addressed.

Trustee Brown made a **Motion** for adjournment of the meeting and it was seconded by Trustee Reinhardt. The motion passed. Vice-President Gregg adjourned the meeting at 6:09 p.m.

Greg Brown
Recording Secretary

Schultz-Holmes Memorial Library
Library Board Meeting
October 3, 2013

A regular meeting of the Schultz-Holmes Memorial Library Board was called to order on Thursday, October 3, 2013, at 5:35 p.m. in the library auditorium by Treasurer Vic Hogue.

Trustees present: Vic Hogue, Josephine Spiegel, Lauri Reinhardt, and Greg Brown.

Trustees absent: Sarah Mason and Mary Gregg.

Also present: Dr. Bob Barringer, Library Director, and Assistant Director Susan Harmes.

Trustee Spiegel moved to approve the minutes of the September 5, 2013, meeting as submitted. Trustee Reinhardt seconded the motion and the motion was passed by the Board.

Trustee Mason arrived at 5:50 p.m. and presided over the meeting from that point forward.

Agenda items were discussed by the Board.

Trustee Brown left the meeting at 6:05 p.m.

President Mason asked for a motion for adjournment. Trustee Reinhardt moved to adjourn the meeting and Trustee Spiegel seconded the motion. The motion was passed by the Board.

President Mason adjourned the meeting at 6:23 p.m.

Susan Harmes
Recorder

Schultz-Holmes Memorial Library
Library Board Meeting
November 7, 2013

A regular meeting of the Schultz-Holmes Memorial Library Board was called to order on Thursday, November 07, 2013, at 5:30 p.m. in the library auditorium by Vice-President Mary Gregg.

Trustees present: Mary Gregg, Lauri Reinhardt, Josephine Spiegel, and Vic Hogue.

Trustees absent: Sarah Mason and Greg Brown.

Also present: Dr. Bob Barringer, Library Director and Assistant Library Director, Susan Harmes. Also present was Jim Wonacott, Village Administrator.

Trustee Hogue moved to approve the minutes of the October 3, 2013, meeting as presented. The motion was seconded and unanimously approved by the Board.

Dr. Barringer presented a revised Fines and Fees Schedule. Trustee Spiegel moved that the revised Fines and Fees Schedule be approved as presented. The motion was seconded and passed by a unanimous vote of the Library Board.

Library Board President Sarah Mason arrived at 5:47 p.m. and presided over the meeting from that point forward.

President Mason asked for a motion for adjournment. Trustee Gregg moved to adjourn the meeting. The motion was seconded and passed by unanimous vote. President Mason adjourned the meeting at 6:05 p.m.

Susan Harmes
Recorder

Schultz-Holmes Memorial Library
Library Board Meeting
December 5, 2013

A regular meeting of the Schultz-Holmes Memorial Library Board was called to order on Thursday, December 05, 2013, at 6:00 p.m. in the library auditorium by President Sarah Mason.

Trustees present: Sarah Mason, Lauri Reinhardt, Greg Brown, and Vic Hogue.

Trustees absent: Mary Gregg and Josephine Spiegel.

Also present: Dr. Bob Barringer, Library Director, and Assistant Library Director, Susan Harmes.

Trustee Reinhardt moved to accept the minutes as presented. The motion was seconded and passed by a unanimous vote of the board.

Trustee Hogue moved to table the election of officers to the January 9, 2014, meeting of the library board. The motion was seconded and the motion was carried.

Trustee Reinhardt moved to approve the 2014 calendar as presented by Dr. Barringer. The motion was seconded and passed by a vote of the board.

Trustee Brown moved to adjourn the meeting. The motion was seconded and the motion carried. President Mason adjourned the meeting at 6:20 p.m.

Susan Harmes
Recorder