

**Cass District Library
Board of Trustees**

**Board Meeting
April 18, 2018
Minutes**

President Nancy Stoner called the meeting to order at 7:00 p.m. at the Local History Branch followed by the Pledge of Allegiance.

The following trustees were present: Sandra Asmus, Alison Yeo, Patricia O'Connor, Mary Anne Hoebeke, Nancy Stoner (President) and Hank Yeomans (Treasurer). Also present were Director Jennifer Ray and Recorder Tim Wiggins. Absent was board member, Mary Dunn (Vice President).

Agenda

Patricia O'Connor moved to approve the agenda, supported by Sandra Asmus. Motion carried.

Minutes

Alison Yeo moved to approve the March 21st Board minutes, supported by Patricia O'Connor. Motion carried.

Treasurer's Report

Hank Yeomans submitted his report revenues include \$792,077 Net Millage, USF Grant of \$9,683, State Aid \$0, Copies/Fax etc. \$3,478, Penal Fines \$0, Other Income \$27,643. Total revenues are \$836,019. Expenses include: Auditor Fee of \$6,350, Payroll \$1,073, Personnel costs are 54% of total expenses, Capital Improvements \$0. Automation \$25,806. Total expenses are \$312,443.

Report will be filed for audit.

Director's Report

Loleta Fyan Small and Rural Libraries Conference

Held biennially, the Loleta Fyan Small and Rural Libraries Conference sponsored by the Library of Michigan will take place this year April 30-May 2 at the Grand Traverse Resort in Acme, Michigan. Tim Wiggins, Sharon Myrick, and Clarise Murphy will be attending. Tim has served on the planning committee.

Summer Reading Program

Once again we shall kick off the Summer Reading Program with a Super Fun Color Run. This event has become an annual event! People have enjoyed the run; many ask if we will be doing it again. Hence, Color Run coordinator Stephanie Knepple says it's on for June 9th at the Council on Aging track. We appreciate the Council's welcome.

May 3 Reception Honoring Barbara Wood Cook

You should have received an invitation from the County Administrator's office, but I'll also mention it here. Cass County Board of Commissioners has scheduled a reception to honor Barb Cook for her long standing commitment to preserving Cass County's history and environs. The reception will be held in the Kincheloe Room located on the second floor of the Old Courthouse annex from 5:30 – 6:45, Thursday, May 3.

Harry Potter Themed Escape Room Slated for July

Stephanie Knepple and Sue Pickar are busy cooking up a Harry Potter themed escape room. Family/friends groups will be “locked” in the Silver Room. Solving a series of puzzles enables them to escape. If in fact they fail to escape within thirty minutes, they will of course, upon admitting defeat, be freed. A fair number of folks have already signed up. Escape rooms seem to be the current rage.

Area Agency on Aging Offers Aging Mastery Program at Main Library

Aging Mastery is a 10-week nationally based program that offers engaging instruction for making smart choices an impactful changes that help maintain well-being as we age. The class will run from Tuesday, June 19 through Tuesday, August 21. All classes will be from 1:00-2:00 p.m. AAA needs a minimum of six participants to run the program. I’ll bring flyers for you to give to anyone that you think might be interested. The course costs \$99.00 (the cost of materials purchased from the National Council on Aging). However, AAA offers scholarships to anyone with limited resources who wishes to attend.

Unfinished Business

Local History

- Mr. Layman continues restoration efforts in his workshop. He’ll be back on site as soon as weather permits.

Edwardsburg

- When weather and their schedule permit, FM Construction will investigate our recent water issues and make recommendations for remedying the situation. Once again, Eric Leedy has been supportive in meeting FM’s representative on site and discussing the possible problems and solutions.

New Business

Local History

- Consideration of interior remodeling project with particular attention to rest room improvement. Discussion was held over updating the upstairs and downstairs bathrooms. Paint, drywall, toilets, sinks, tile are needed. Mary Anne Hoebeke moved, supported by Hank Yeomans to go ahead with updating the bathrooms with paint, drywall, toilets, sinks and tile. Roll Call vote:

Sandra Asmus	Yes
Alison Yeo	Yes
Mary Dunn	Absent
Mary Anne Hoebeke	Yes
Patricia O’Connor	Yes
Hank Yeomans	Yes
Nancy Stoner	Yes

Motion carried.

Main Library

- Sidewalk that borders the parking lot needs repair. Age, weather and snow plows have left their calling cards. I have made a few calls requesting opinions/estimates. In the meantime, we have marked the problem areas so that people are aware gaps exist. A gentleman fell recently and blamed it on the break in the cement.
Jennifer will contact some people when the weather gets warmer to see if a fix can be done or if it has to be a full replacement.

District

- Discussion regarding change for the good of the order.
Jennifer announced her intention to retire September 30, 2018. A director search will start with advertising on the listservs. If necessary an employment firm may be necessary for the search.

Adjournment 8:20 p.m.

Nancy Stoner moved, supported by Mary Anne Hoebeke. Motion Carried.

Submitted by Tim Wiggins