

**Cass District Library
Board of Trustees Meeting
Silver Room, Main Library, February 20, 2019, 7 p.m.
Minutes**

President Nancy Stoner called the meeting to order at 7 p.m. followed by the Pledge of Allegiance.

Present: Trustees Sandra Asmus, Kay McAdam, Mary A. Hoebeke, Patricia O'Connor (Vice President), Nancy Stoner (President), Hank Yeomans (Treasurer), Director Barbara Gordon, Recorder Timothy Wiggins. Guest Robert Benjamin

Absent: Trustees Sandra Asmus, Alison Yeo

Agenda: Patricia O'Connor moved to approve the agenda, supported by Kay McAdam. Motion carried.

Minutes: Mary Anne Hoebeke moved to approve the January 16th minutes. Patricia O'Connor seconded the motion. Motion carried.

Public Comment: Robert Benjamin asked how the library handled the cold winter stretch we had a few weeks ago.

Treasurer's Report: Hank Yeomans reported year to date revenues as follows: millage \$85,802, USF Grants \$13,337.98, Copies/Fax \$1,161.00, State Aid \$0, Penal Fines \$0, Interest & Dividends \$596.98. Report will be filed for audit.

Director's Report:
February 2019

-The Main Branch will again be a site for Volunteer Income Tax Assistance (VITA) on Saturdays in March and April.

-Two passes for Fernwood have been added to the collection for patrons to check out and use for free admission.

-An invitation to participate in the Library Hop event this April was accepted. In partnership with 19 other regional libraries, the event encourages area residents to visit as many participating libraries as possible. Libraries are encouraged to publicize the event, create passports for patrons, and consider special programs, incentives, and giveaways for participants.

-141 solicitation letters for SRP were mailed to area organizations and businesses, asking for sponsorships of summer programs and prizes. We have received 1 program sponsorship at \$375, a 3-month YMCA family membership (\$270 value) as a prize for adults, various food/restaurant coupons for teens and children, and another \$40 cash donation.

-The 2019 anticipated reimbursement for internet expenses is \$82,188.00

-The current tires on the delivery van will need replacing this year. Tom struggled significantly in the snow earlier this month and recommends an investment in snow tires.

-Kalamazoo Mechanical will be providing a quote for repair work needed on 2 humidifiers including a full replacement for one unit at Main.

-Sue, Stephanie, and Brandi have begun planning for another escape room, scheduled for late August (12-17 and 19-24) at Main. This year's theme will be Star Wars and like last year, \$1 admission will be charged. The event has already been announced on Facebook.

-As you may know, Mary Dunn left money in her estate to the library. I am working with our attorney to fulfill paperwork requirements for New York Life and also am waiting for direction from Mary's children for their intentions on how they wish to see the money spent.

-April Hughes and Pam Boepple will be attending MLA's Spring Institute Conference March 27-29. They will carpool and room together to save on expenses.

-I want to formally acknowledge the continuing flexibility of the circulation staff at Main, namely Tim, Myrick, Steve, and Clarise, who have all been superb about helping to cover shifts and working at Mason Union when needed.

Local History

-Nehil-Sivak, the firm responsible for the installation of the 3 foundation monitors at the branch, does have data from the installation in 2012. We are awaiting new readings of the monitors and the firm's assessment on the integrity of the building.

-Shambaugh & Son sent a fire protection estimator to the branch to devise a quote for a fire suppression system. It should be delivered sometime this week.

Health Insurance

-We have 2 quotes to consider for health insurance this year, one from our current provider, Lighthouse Group, and another from NIS through the Michigan Library Association. This is the first year a consortium plan for the state is available. The advantages of the consortium are:

- Participation in a larger pool of groups, which over time will create more benefit flexibility and more stable renewal pricing than as a small group on your own.
- Traditional single/two-person/family rates instead of age rates.
- Exemption from some of the ACA benefit mandates and fees.
- Locking-in rates for a common renewal date with all consortium groups until January 1, 2020.
- Participation in the MLA consortium generates non-dues revenue (\$150 dues) for MLA, which goes to supporting MLA's activities on behalf of member libraries.

-The staff has expressed a desire to change from a POS plan back to a PPO. With BCBS, there is access to the nationwide Blues network and referrals from primary care physicians are not needed. BCBS offers coverage with more Indiana doctors.

- We can offer multiple plans through the MLA, a choice between the Simply Blue 2000 (which has the coinsurance max and lower out-of-pocket than Priority Health or Blue Cross Direct), and the Simply Blue HSA 2000, which has 4.3% less expensive premiums and caps the out-of-pocket max at \$3,000 for a single enrollee versus \$7,350, may be a good fit.

-In terms of cost, \$90,000 was budgeted this year for health insurance.

Unfinished Business

Local History:

- Bid for plaster restoration
Discussion was held over the estimate for Plaster work at Local History. Barbara explained that the General Conditions part of the estimate was part of Dale Layman's fee, dumpster procurement, etc.
Mary Anne Hoebeke moved, supported by Patricia O'Connor to approve the Plaster work for Local History.
Roll Call vote:
Sandra Asmus Absent
Alison Yeo Absent
Kay McAdam Yes
Mary A. Hoebeke Yes
Patricia O'Connor Yes
Hank Yeomans Yes
Nancy Stoner Yes
Motion carried.

New Business

District:

- Health insurance quotes
Discussion was held over what insurance company to go with for the employees of the Library. Barbara recommended the option with MLA that will allow for lower costs and for employees to choose parts of the plan that they would like. It would be a Blue Cross Blue Shield option.
Kay McAdam moved, supported by Mary Anne Hoebeke to go with the bid with MLA (Michigan Library Association) insurance. Motion carried
- March Board Meeting time change
The March Board meeting will start at 6:30 p.m. Wednesday, March 20, 2019.

Adjournment 7:40 p.m.
Kay McAdam, moved.
Nancy Stoner, supported.
Motion carried.

Respectfully submitted,
Tim Wiggins