

**Cass District Library
Board of Trustees**

**Board Meeting
March 21, 2018
Minutes**

President Nancy Stoner called the meeting to order at 7:00 p.m. in the Silver Room at the Main Library followed by the Pledge of Allegiance.

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

Agenda

Patricia O'Connor moved to approve the agenda, supported by Alison Yeo. Motion carried.

Minutes

Alison Yeo moved to approve the February 21st Board minutes, supported by Hank Yeomans. Motion carried.

Auditor's Report: Representative from Kruggel Lawton will present.

Mike Layher of Kruggel Lawton CPA presented the Cass District Library's 2017 audit to the board. Assets at the close of 2017 were \$1,675,178. Mike Layher reported that the library continues to be in good financial shape. The audit is on file with library and copies have been sent to the County offices, and Accounting Consultants. The audit has also been submitted to the State of Michigan.

Treasurer's Report

Hank Yeomans submitted his report revenues include \$525,315 Net Millage, USF Grant of \$0, State Aid \$0, Copies/Fax etc. \$2,279, Penal Fines \$0, Other Income \$27,446. Total revenues are \$556,762. Expenses include: Auditor Fee of \$4,350, Payroll \$478, Personnel costs are 59% of total expenses, Capital Improvements \$0. Total expenses are \$197,072.

Health Insurance PA 152 Hard Cap or 80/20

Hank discussed the insurance plan for 2018. Will continue with Priority Health.

Patricia O'Connor moved, supported by Hank Yeomans to continue with 80/20 option with Priority Health coverage from April 2018 to March 2019. Roll Call vote:

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

Motion carried.

Report will be filed for audit.

Director's Report

Pam Boepple, April Hughes Attending Spring Institute March 21-23

Michigan Library Association's Spring Institute serves library employees working with children and teens. Held in Grand Rapids this year, keynote speakers and breakout sessions address the challenges and opportunities that abound in creating relevant library programs and services for our young patrons. Undoubtedly, Pam and April will return to Cass County bursting with energy and creativity. April has served on the planning committee for SI for two years.

Spring Break Programming on Tap

Kids will have opportunities for activities during spring break week. We have arts and crafts, science experiments, movies, Lego challenges and more!

Credit Card and Unemployment Fraud

No more incidents-thank goodness!

Edwardsburg Success Stories

Mah Jongg players continue to meet and have a great time. People of all ages and skill levels enjoy playing on Tuesday afternoons and/or Thursday evenings. I believe this activity boasts the longest run of any weekly library program for adults. Linda Milarczyk spearheaded and continues to manage this effort.

Book Club

Shirley has had great success with the Book Club that she launched approximately six months ago. She's amassed a faithful crew of readers who have accepted the challenge to read outside of their favorite genres. Shirley says that discussions have been lively and people have remained interested and engaged. The group meets the third Tuesday of the month at 10:30 a.m. All are welcome.

Speaking of Shirley Hartley

Shirley had cataract surgery on one eye last week and will have the second eye done next week. Round 1 went well. After Round 2, she won't need her contacts anymore!

Libraries Rock: Summer Reading Program 2018

Our libraries will be full of music, animals, gem study, Lego Camp, and brown bag lunch 'n story hours. June will come upon us quickly, but we are ready. Paid programs have been booked and in-house programs scheduled. We're hoping for great participation in this year's program.

Unfinished Business

Local History

- Mr. Layman continues restoration efforts in his workshop. He'll be back on site as soon as weather permits. The next month's board meeting will be held at the Local History Branch.

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.

District

- I will have met with an employee from Dig It Excavating at the Paulson site by the time we meet. Perhaps I'll have an estimate, I should have a bit of information.

New Business**District**

- I would like to request moving the May Board meeting. I am, once again, chairing the Dogwood Festival storytelling event. As has happened a time or two in past years, the major storytelling program falls on the same day as our May Board meeting (this year, May 16). Could we reschedule the meeting for May 23? We have a Mackinac Bridge program scheduled at the Edwardsburg Branch on May 9 that some of you might like to attend. If not, May 9 proves an option. Moreover, we don't have to make it a Wednesday if another day works better.
May Library Board meeting will be held at the Main Library on Wednesday, May 23, 2018.
- Summer Rotation Schedule: Would you like to move our meetings to the branches this summer? If so, I propose the following schedule:
 - * June 20, Edwardsburg
 - * July 18, Howard
 - * August 15, Local History
 - * September 19, Mason/Union
- Employee Health Insurance PA 152 Compliance:
 - * Hard Cap (employee pays the difference between the State's hard cap figure and their premium)
 - * 80/20 plan (employee pays 20% of their health care premium)

Adjournment 8:15 p.m.

Nancy Stoner moved, supported by Patricia O'Connor. Motion Carried.

Submitted by Tim Wiggins