

**Bath Township Public Library**  
Meeting Minutes

*Tuesday, August 7, 2018; meeting called to order at 6:00pm*

*Present:* (Board Members) Sue Garrity, Lynn Bergen, Ken Jensen,  
Shannon Vlastic, Theresa Kidd, (Ryan Fewins-Bliss absent with  
notice)

(Librarian) Kristie Reynolds

(Public) Derek Barth, Alex Suarez, Dan Vlastic, Elizabeth Evans

*Next meeting:* Tuesday, September 04, 2018 @ 6:00pm.

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**I. Regular Business**

- a. Moment of civic reflection.
- b. Shannon moves to approve the agenda as presented, Theresa 2<sup>nd</sup>, all in favor.
- c. Public comment on agenda items: none.
- d. Disclosures of conflict of interest: none.
- e. Lynn moves to approve meeting minutes from last meeting as amended (Lynn moved and Theresa 2<sup>nd</sup> under item 1b, currently states that Lynn moved and seconded.), Theresa 2<sup>nd</sup>, all in favor.

**II. Financial Report**

Ryan is an excused absence; the financial report will come at the next meeting.

**III. Librarian Report**

Correction to last weeks minutes. Kristie mis-stated info regarding the visiting library issue. Visiting library refers to MEL, not OUR cards. Librarian's report is attached.

#### IV. Discussion

- a. Policy & Procedure – In the works! Changes to draft have been made, but work on this is ongoing.
- b. Technology Rollout – Changes and updates will happen during closed hours on Thursday.
- c. Re-negotiation of lease; meeting is re-scheduled to later this week.
- d. Architect Fishbeck is dragging feet. Kesler's have an architect that they use and are willing to connect us with. Bill Arens at Arens Architecture is very interested. The bidding process to use him is about \$10,000. Potential build may be around \$100,000k if we decide to go with Arens. Ongoing.
- e. Healthcare: United and Blue Cross & Blue Shield. Similar plans. Kristie suggests beginning healthcare on January 1, 2019 for budgetary purposes. MLA's policies come out on August 10<sup>th</sup>. Waiting to see what MLA's plans include and what the prices will look like.
- f. CPR / AED: insurance states that this will not change rates. Looking into grants for the cost of the AED equipment.
- g. Mental Health Training: Looking at doing staff in service once new staff is hired.
- h. Open house date: Thursday August 23<sup>rd</sup>. We need to plan food, décor etc... Sue has lists of donors, teachers, and Friends members. Alex will email and post on twitter. Kristie will post on facebook page. We will plan on 100 people. Shannon will get a cake from Aunt Bee's Cakes (her mom!) Check on coffee from Dunkin Donuts or Tim Horton's as prices include all creamer, sugar and cups.
- i. Logo: New draft presented. Logo may be able to be put on a cake. Kristie will verify with creator.

## **V. New Business**

- a. 1,000 Books Before Kindergarten: Parents sign children up. After every 100 books, children get a small prize. A larger prize at 1,000 books read. RESA funds everything, we just need to put it together. RESA even has an app for this. Kristie and Alex are working on this. Advertise at open house!
- b. Transition to new phone system: Should happen in next couple of weeks. Will be VOIP (Voice Over IP.) This will also work for fax line and should greatly reduce phone expenses. Will also have new phones with multiple lines.
- c. Positions: Resumes received prior to August 22<sup>nd</sup> will have priority. Kristie plans to interview with Derek and Alex as a team. Kristie will meet with Ryan re: salary considerations. Kristie would also like to hire an on-call handyman. Shannon's husband and Theresa's husband may be interested in this.

## **VI. Action**

- a. None.

## **VII. Closing**

- a. Public Comment: None.
- b. Board Comment: None.
- c. Theresa moves to adjourn the meeting, Lynn 2<sup>nd</sup>, all in favor.

Meeting adjourned at 6:55pm.

(Only one meeting scheduled for September- September 4<sup>th</sup>.)