

**Bath Township Public Library**  
Meeting Minutes

*Tuesday, April 3, 2018; meeting called to order at 6:02pm*

*Present:* (Board Members) Sue Garrity, Lynn Bergen, Ken Jensen, Shannon Vlastic, Theresa Kidd. Ryan Fewins-Bliss present via Skype. (Public) Derek Barth, Alex Suarez, Elizabeth Evans

*Next meeting:* Monday, April 16, 2018 @ 5pm; tour of prospective new space followed by regular meeting

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**I. Regular Business**

- a. Moment of civic reflection.
- b. Theresa moves to approve the agenda, Shannon 2<sup>nd</sup>, all in favor.
- c. Public comment on agenda items: none.
- d. Disclosures of conflict of interest: none.
- e. Theresa moves to approve last weeks meeting minutes as amended, Lynn 2<sup>nd</sup>, all in favor.

**II. Financial Report**

Updates will be presented at next meeting to cover March. Percentages of actual budget vs. proposed budget will fluctuate based on billing cycles and amounts paid.

**III. Librarian Report**

Derek raves about new ILS; states that it is very user friendly and much better than Surpass was. New children's music CD's. Significant increase in Dewitt rentals and returns.

#### IV. Unfinished Business

- a. Attorney Anne reviewing bylaws, suggests several legal “edits.” We will wait for further action until director is hired. Can we meet Anne? Sue will check with her regarding any upcoming speaking engagements we may attend.
- b. Program / Policy Committee update: Review provided handouts and be prepared to discuss once director is hired.
- c. Director: Interviews on Thursday 4/19/2018. Recommended interview questions were provided by KDL and were emailed to us. Ryan will be asking bulk of interview questions while rest of board takes notes, but other board members may ask for clarification or interject with additional questions if necessary. We will need to allow additional time at the end of the interview meeting for public comment.
- d. Apollo: Conversion went very smoothly. Working on “help sessions” for patrons to learn system.
- e. Staff healthcare options: Review provided handouts and be prepared to discuss at next meeting. Woodlands co-op does not provide healthcare savings. Sue is working on figuring out what other class 3 libraries provide, and she will report back at next meeting.
- f. Next meeting: remember that we are meeting on Monday April 16, 2018 after our tour of additional 6,000 square foot space behind BS & A Software. We will meet at the library prior to tour and walk over together. There will be no regular meeting on Tuesday April 17<sup>th</sup>. Thursday, April 19<sup>th</sup> is director interview meeting which will begin with board arrival at 8:30am and last all day.
- g. Advertising opportunities: On hold. Discuss at next meeting.
- h. Leader in Me assembly: Sue attended the assembly and it was wonderful. Based on the 7 Habits of Highly Effective People by Stephen Covey. Included tours and interactive presentations. Goal for fall: more interaction with school and classrooms.
- i. Logo: On hold until director is hired.
- j. Custodial: Keep DPW through end of June, voted and accepted by township trustees. Sue checking into whether it would be a conflict of interests to independently hire Cody on our own contract, separate from the townships contract.

**V. Action**

None.

**VI. New Business**

None.

**VII. Closing**

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

Meeting adjourned at 6:59pm.