

PAW PAW DISTRICT LIBRARY

Board Meeting

May 20, 2019

AGENDA:

GENERAL BOARD MEETING

Item 1 Call to order

Item 2 Public comment

Item 3 Minutes

Item 4 Approval of bills to be paid

Item 5 Report of the Library Director

Item 6 Attorney's Report

Item 7 Committee Reports

- Policy and By-Laws
- Search Committee (Personnel)
- Property Committee (Building and Grounds)
- Long Range Planning
- Finance

Item 8 New business

Item 9 Adjournment

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PAW PAW DISTRICT LIBRARY
MONTHLY BOARD OF DIRECTORS MEETING
May 20, 2019

President Sherry Bennett called the regular monthly meeting of the Paw Paw District Library Board of Directors to order at 7:03 PM at the Paw Paw District Library, 609 W Michigan Ave. Paw Paw.

Board members present: Sherry Bennett, Suzanne Miller, Julie Pioch Dave Cushing, Catey Bolton, Laurie Cooper, and Brian Wiersma

Others present: Library Director John Mohney and Attorney Brian Heckman

Public in attendance: Jim Miller, Tim & Lori Tuma

PUBLIC COMMENT

There was no public comment

MINUTES

A motion was made by Cushing to approve the minutes of April 15, 2019 as distributed. The motion was adopted.

A motion was made by Bolton to approve the minutes of the Special meeting of May 8, 2019 as distributed. The motion was adopted

FINANCIAL REPORT

The monthly financial report included:

- PNC Bank Card Statement dated 4/29/2019 with a balance due of \$861.31
- A custom summary report showing total income of \$53,795.58 and total expenses of \$64,406.41 for a net income of \$(-10,610.83) for the month of April 2019.
- Profit & Loss Budget vs. Actual income and expenses January 1 through April 2019.
- Balance sheet as of 4/30/2019 showing total liabilities and equity of \$1,438,570.77
- A list of bills to paid for 4/13/19 to 5/17/19 with total expenditures to be paid of \$78,900.58. Included in the list were wages of \$35,896.01 and fringe benefits of \$6245.66.

A motion was made by Bolton and seconded to pay the bills as presented for the period of 4/13/2019 to 5/17/2019 for a total of \$78,900.58. The motion was adopted with a roll call vote (Yes: Sherry Bennett, Suzanne Miller, Julie Pioch, Catey Bolton Dave Cushing; Laurie Cooper, Brian Wiersma; No: None).

LIBRARY DIRECTOR REPORT

Director Mohney presented a draft annual report still under revision by staff.

Director Mohney provided a written year to date report on library program and services usage and a PPDL program summary for April 2019.

36 Director Mohny gave a verbal report that included update on new logo, paint touch-ups inside
37 the building, the Friends Spring Book Sale was successful, the chrome books were sold,
38 replacement PCs are being purchased.

39 **COMMITTEE REPORTS**

40 Policy and Bylaws: A draft staff tuition reimbursement policy was distributed and discussed.
41 Committee to continue working on it.

42 Search Committee: The committee reviewed the new director search process to date. A
43 minimum and maximum salary range and benefits were discussed for use by President Bennett
44 during the candidate negotiation process.

45 A motion was made by Cushing and seconded to offer the position to Gretchen Evans,
46 contingent upon a satisfactory reference check, at a starting salary of \$65,000 plus fringe
47 benefits. The motion was adopted with a roll call vote (Yes: Sherry Bennett, Suzanne Miller,
48 Julie Pioch, Catey Bolton Dave Cushing; Laurie Cooper, Brian Wiersma; No: None).

49 A five minute recess was taken at the call of President Bennett at 8:10.

50 The meeting was called back to order by President Bennett at 8:15

51 **CLOSED SESSION**

52 A motion was made by Bennett to go into closed session to discuss the purchase of real estate.
53 The motion was adopted with a roll call vote (Yes: Sherry Bennett, Suzanne Miller, Julie Pioch,
54 Catey Bolton Dave Cushing; Laurie Cooper, Brian Wiersma; No: None). Attorney Brien Heckman
55 and Director John Mohny were present in the closed session. The closed session started at
56 8:15 and adjourned at 8:35

57 The meeting reconvened in open session at 8:35.

58 **NEW BUSINESS**

59 A motion was made by Pioch and seconded to approve the REAL PROPERTY PURCHASE
60 AGREEMENT at \$135,000 as prepared by Attorney Heckman and attached to the official copy of
61 these minutes and to authorize President Sherry Bennett to execute the document if agreed to
62 by the owners of Soapy's Car Wash property. The motion was adopted with a roll call vote (Yes:
63 Sherry Bennett, Suzanne Miller, Julie Pioch, Catey Bolton Dave Cushing; Laurie Cooper, Brian
64 Wiersma; No: None

65 The meeting was adjourned at 8:45 PM

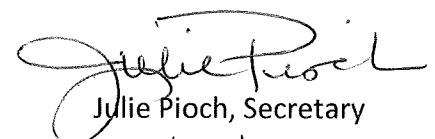
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Minutes prepared by:


Julie Pioch, Secretary

Date Approved: 6/17/2019