**ALVAH N. BELDING MEMORIAL LIBRARY**

302 East Main Street Belding Michigan 48809

**REGULAR MEETING OF THE ALVAH N. BELDING LIBRARY BOARD**

**Library Board Minutes from May 20, 2019**

**Library Board Members Present:** Carla Gunderson, Kathleen Lehman, Annette Visser, David Riches, Janice Lamborne

**Director:** Britney Dillon **City Council Liaison:** Mayor Brad Miller-absent

**Members Absent**: none

**Guests Present**: none

1. **CALL TO ORDER AND ROLL CALL:** Meeting called to order by Carla G. at 5:33pm. Roll call was recorded.
2. **APPROVAL OF THE AGENDA:** Motion made by Janice L. seconded by Annette V. to accept the agenda as presented.
3. **APPROVAL OF THE MINUTES:** Motion made by Annette V. and seconded by Carla G. to approve the minutes from the April 22, 2019 meeting. Motion passed. Motion made by Annette V. and seconded by Carla G. to approve the minutes of the closed session from April 22, 2019 with the corrections as noted. Motion passed.
4. **PUBLIC COMMENT**: none
5. **LIBRARY REPORTS:** Director’s Report, Youth Services Report, Circulation Report, Donations Report, and Monthly Financial Report were all reviewed. These reports were received for filing.
6. **NOTICE OF PAID BILLS**: Bills from April 2019 were reviewed and discussed. Motion made by Annette V. and seconded by Carla G. to approve payment of the bills from April. Motion passed.
7. **COMMUNICATION AND CORRESPONDENCE:** Daily News articles. A thank you note from a patron of a neighboring library that appreciated the use of the MEL Library inter-lending of our materials.
8. **UNFINISHED BUSINESS:**
9. Third Party Agreement: Belding City Council was informed of the intention of the proposed change to the current agreement and the Library’s need for the proposed change. City Council was also informed about the current debt the library still owes from the expansion project in 2006.
10. Strategic Plan: Visuals are being prepared from the 2018 finances to be included in the Plan.
11. Policy Manual: Discussion of three new policies clarified some points brought up by Trustee David R. Annette V. made the motion to approve policy 3.1 and was seconded by Janice L. Motion passed. Carla G. made the motion to approve policy 3.2 and was seconded by Janice L. Motion passed. David R. made a motion to approve policy 3.3 and was seconded by Annette V. Motion passed.
12. Security System: The new visual security system has been installed and is currently being used. The staff is happy with the improvements and ability to monitor many areas.
13. **NEW BUSINESS:**

There were no items to consider at this time.

1. **PUBLIC COMMENT:** none
2. **TRUSTEE COMMENTS:**

David R. asked when the Summer Reading Program starts. It begins June 8 and ends August 3.

Annette V. asked about our Gmail account not working. Discussion followed since David and Kathleen are able to access it after receiving a confirmation from Britney.

Kathleen L. asked that programming attendance and comments be included in the Trustee packets. Britney replied that the numbers show up in the monthly circulation report. Kathleen acknowledged such but asked that specific program information be provided.

1. **Motion to adjourn** was made by David R. and seconded by Carla G. at 6:31pm. Motion passed.

Kathleen Lehman, Library Board of Trustees Secretary