

SHIAWASSEE DISTRICT LIBRARY BOARD  
REGULAR MEETING  
MINUTES  
MARCH 22, 2017

PRESENT: TOM SMITH, PRESIDENT  
CINDY GARBER  
DENICE GRACE, SECRETARY  
ROBIN FREDRICK  
ROBERT TEICH, JR.

EXCUSED: JOAN AUE, VICE PRESIDENT  
ROSEMARY SCHULTZ, TREASURER  
ELAINE KUCHAR

STAFF PRESENT: MARGARET BENTLEY, NANCY FOLARON, STEVEN FLAYER  
Smith called the meeting to order at 7:03 p.m.

Approval of the Agenda: Grace moved to approve the agenda as presented; seconded by Teich; motion carried.

Minutes: Teich moved to approve the minutes as written; seconded by Garber; motion carried.

Citizen's Comments: None.

Financial Report: Flayer reported that we have not received all the property taxes budgeted yet, but both revenue and expenditures are about where they should be for this point in the year. Durand has a new server and software and two new circulation computers; MS Office will be updated to the 2016 version for both the staff and the public. In Owosso, two laptops, two staff computers, a new server and software, and Past Perfect have been purchased. Grace moved to accept the December 2016 financial report; seconded by Frederick; motion carried. Grace moved to accept the January 2017 financial report; seconded by Garber; motion carried.

Director's Report: Flayer reported that Owosso had boiler problems yesterday because the condensate pump was not working. Lamphere's determined that it was caused by a fuse which has been replaced. Grace moved to approve the Director's Report; seconded by Teich; motion carried.

Correspondence: None.

Publicity was passed around for board members to read.

Decisions:

Discussion:

Reports, Announcements:

Audit: The audit is scheduled to begin Monday, March 27<sup>th</sup>. Flayer will ask the auditors if it is necessary to separate DVD fines from other fines and fees.

Credit Card Policy: Flayer will run the proposed credit card policy by the auditors and ask about tracking the 2.75% user fee. He expects to have a policy to the board for review in April, a vote in May, and to be set up with Square in June.

Citizen's Comments/Board Open Discussion:

Smith asked about a letter from Fifth/Third; it has been received and explains what happened.

Adjourn: Teich moved to adjourn at 7:53 p.m.; seconded by Grace; motion carried.

Denice Grace  
Board Secretary

Attachments:

Attachments to Original Only: