

**Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
January 17, 2017**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, January 17, 2017 in the Shiras Room of the Library. The Meeting was called to order by President Anne Donohue at 5:07 p.m.

Members Present: Anne Donohue, Patrick Myron, Carol Steinhaus, John Mallo, Andrew Dalian

Library Staff Present: Andrea Ingmire, Library Director; Dominic Davis, Administrative Assistant; Richard Orr, Finance Director; Heather Steltenpohl, Development Director; Bruce McDonald, Circulation Services Librarian; Ben Sargent

TAC Member Present: Suzanne Standerford

The Agenda was approved as presented on a motion by Myron. The motion was supported by Steinhaus. Motion carried 5-0.

The Minutes of the December 13, 2016 meeting were approved as presented on a motion by Mallo with support by Steinhaus. Motion carried 5-0.

Public Comment No comment was given at this time.

Township Advisory Council Report Suzanne Standerford, TAC representative from Sands Township, gave a report of the happenings within Sands Township. Standerford informed the Board that the TAC is short one member with the recent resignation of Cheryl Schram of Sands Township.

Financial Reports and Approval of the Bills

Rick Orr presented the financial reports and bills for December, 2016 in the amount of \$178,730.29. Motion by Dalian to approve the bills. Seconded by Steinhaus. Motion carried 5-0.

Board Action Items

PWPL Code of Conduct Policy

Tabled for review by PWPL Safety Committee.

Large Gift Designation

On a motion by Mallo **the Board of Trustees of the Peter White Public Library approves the following course of action related to the \$50,000 gift: Designate \$20,000 into the development fund designated for general operations and transfer \$30,000 to the Development Fund general endowment.** Support by Steinhaus. Motion carried 5-0.

Development Fund Board Appointment

Myron made a motion that **the Board of Trustees of the Peter White Public Library appoints Anne Donohue to the Development Fund Board.** Dalian supported the motion. Motion carried 5-0.

Public Comment No comment was given at this time.

New Business/Board Member Comment

Board Member Education

The Board reviewed chapter 4 of the Trustee Manual.

Mallo suggested PWPL look into purchasing a subscription to CultureGrams, a database for reliable and up-to-date country reports.

Standing Reports

Staff addressed questions and comments related to Standing Reports.

Motion by Dalian to adjourn. Seconded by Steinhaus. Motion carried 5-0. Meeting adjourned at 6:33 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Patrick Myron". The signature is fluid and cursive, with a long horizontal stroke at the end.

Patrick Myron,
Secretary