

**Board of Trustees of the Peter White Public Library**  
**Regular Board Meeting**  
**Minutes**  
**March 21, 2017**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, March 21, 2017 in the Shiras Room of the Library. The Meeting was called to order by President Anne Donohue at 5:08 p.m.

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

**Members Excused:** Patrick Myron

**Library Staff Present:** Andrea Ingmire, Library Director; Dominic Davis, Administrative Assistant; Heather Steltenpohl, Development Director; Bruce McDonald, Circulation Services Librarian; Ben Sargent; Margaret Boyle

**TAC Member Present:** Mary Davis, Marquette Township

**Others Present:**

**The Agenda** was approved as presented on a motion by Steinhaus. The motion was supported by Dalian. Motion carried 4-0.

**The Minutes** of the February 21, 2017 meeting were approved as presented on a motion by Steinhaus with support by Mallo. Motion carried 4-0.

**Public Comment** No comment given at this time.

**Township Advisory Council Report** Mary Davis TAC representative from Marquette Township reported on upcoming projects taking place in Marquette Township.

**Financial Reports and Approval of the Bills**

Andrea Ingmire presented the financial reports and bills, prepared by Rick Orr, for February, 2017 in the amount of \$128,790.31.

Motion by Dalian to approve the bills. Seconded by Steinhaus. Motion carried 4-0.

**Board Action Items**

**Code of Conduct Policy**

Mallo requested that Ingmire get legal counsel about age limits for unattended children in the library and liability concerning Youth Code of Conduct. On a motion by Dalian **the Board of Trustees of the Peter White Public Library approves the Code of Conduct Policy as presented.** Support by Steinhaus. Motion carried 4-0.

**eRate Bid**

On a motion by Steinhaus **the Board of Trustees of the Peter White Public Library accepts the bid from Master Electric for cabling/installation and waives the requirement for a complete bid response for equipment and for cabling/installation. The Board authorizes the Library Director to sign the vendor's contract.** Support by Mallo. Motion carried 4-0.

**Strategic Plan**

On a motion by Mallo the Board of Trustees of the Peter White Public Library accepts the strategic plan proposal for no more than \$5,500 from Great Lakes Center for Youth Development. Support by Steinhaus. Motion carried 3-0. Dalian abstained.

**Public Comment** No comment was given at this time.

**New Business/Board Member Comment****Board Member Education**

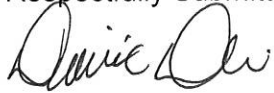
Chapter 5 of the Trustee Manual

**Standing Reports**

Staff addressed questions and comments related to Standing Reports.

Motion by Dalian to adjourn. Seconded by Steinhaus. Motion carried 4-0. Meeting adjourned at 6:32PM.

Respectfully Submitted,



Dominic M. Davis,  
Recorder