

**Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
July 18, 2017**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, July 18, 2017 in the Shiras Room of the Library. The Meeting was called to order by President Anne Donohue at 5:02 p.m.

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

Library Staff Present: Andrea Ingmire, Library Director; Dominic Davis, Administrative Assistant; Rick Orr, Finance Director; Heather Steltenpohl, Development Director; Bruce McDonald, Technical Services Librarian; Sarah Rehborg, Youth Services Librarian; Margaret Boyle, Circulation Department Head

TAC Member Present: Orajane Kennedy, Marquette Township

Other Present: Lainey Stevens

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

The Minutes of the June 20, 2017 meetings were approved as presented on a motion by Steinhaus with support by Mallo. Motion carried 5-0.

Special Presentation – Sarah Rehborg, PWPL Youth Services Librarian presented and answered questions from the Board about the Youth Services Department.

Public Comment Boyle stated that Rehborg does a great job with programming in youth services.

Township Advisory Council Report Orajane Kennedy, Marquette Township – No report.

Financial Reports and Approval of the Bills

Rick Orr presented the financial reports and bills for June 2017 in the amount of \$187,843.62. Motion by Steinhaus to approve the bills. Seconded by Myron. Motion carried 5-0.

Public Comment No comment was given at this time.

Old Business

Staffing Update – Two resignations this past month, Ben Kinney and John Flitton. We have recently filled the vacant position in the circulation department. Two high school pages are leaving for college and those positions will be open soon.

Bond Update – Election coming up on August 8, 2017.

Space Planning Update – Ingmire stated that most staff are fairly to better-than-fairly comfortable with the space plans proposed by Kimberly Bolan Associates.

New Business/Board Member Comment

Library Director Evaluation Goal Setting FY 17/18– The Board met with Library Director Ingmire Thursday, July 13, 2017. The following suggestions were made concerning the library director's goals for FY 17/18.

Donohue – Keep the building project moving forward.

Myron – Keep the building project and strategic planning process moving forward.

Mallo – Would like discussions to remain two ways to allow for library expertise and input to lead discussions. Continued effort to help deal with homeless population in the library.

Dalian – New revenue streams.

Steinhaus – Bonds Budgets and Building.

Ingmire – Continuing building project. Find new revenue streams. Focusing on the atmosphere at PWPL. Looking at issues of staffing at PWPL.

Standing Reports

Staff addressed questions and comments related to Standing Reports.

Motion by Steinhaus to adjourn. Seconded by Dalian. Motion carried 5-0. Meeting adjourned at 6:40 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Patrick Myron", with a stylized flourish at the end.

Patrick Myron,
Secretary