

**Board of Trustees of the Peter White Public Library
Regular Board Meeting
Minutes
December 19, 2017**

A regular meeting of the Board of Trustees of the Peter White Public Library was held on Tuesday, December 19, 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, Andrew Dalian, Carol Steinhaus, John Mallo

Library Staff Present: Andrea Ingmire, Library Director; Dominic Davis, Administrative Assistant; Heather Steltenpohl, Development Director; Rick Orr, Finance Director; Ellen Moore, Webmaster

TAC Representative: Mary Davis, Marquette Township

Others Present: Bob Mercure

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 November 21, 2017 meetings were approved as presented on a motion by Steinhaus with support by Dalian. Motion carried 5-0.

Special Presentations – Ellen Moore, PWPL Webmaster – Moore presented on her position at PWPL and answered questions from the Board.

Public Comment – Bob Mercure indicated that he was attending the meeting to observe.

Township Advisory Council Report Mary Davis, Marquette Township – Davis reported the happenings and issues being addressed in Marquette Township.

Financial Reports and Approval of the Bills

Rick Orr presented the financial reports and bills for November 2017 in the amount of \$250,463.32. Orr stated that the PWPL Investment Committee met December 14, 2017 to review PWPL investments. Orr indicated that the investments and investment managers are doing well. Orr and the PWPL Investment Committee recommend PWPL continue with the investments and managers as they currently stand. Motion by Steinhaus to approve the bills. Seconded by Dalian. Motion carried 5-0.

Board Action Items

- A. Large Donation Designation** - On a motion by Mallo, **the Board of Trustees of the Peter White Public Library transfers \$15,000 to the Development Fund general endowment, leaving the balance in the Development Fund checking account for general operations should it be needed. If not needed, additional transfers to the endowment will be made at a future date.** Motion seconded by Myron. Motion carried 5-0.

Public Comment – No comment was given at this time.

Old Business

- A. Strategic Plan** – Ingmire stated that more feedback is coming in concerning the first draft of the Strategic Plan by GLCYD. Ingmire informed the Board that a meeting is planned for January 4, 2018 to address the library mission statement.

New Business/Board Member Comment
Board Member Education – Trustee Manual Chapter 11: Friends of the Library

Standing Reports

Staff addressed questions and comments related to Standing Reports.

Motion by Mallo to adjourn. Seconded by Myron. Motion carried 5-0. Meeting adjourned at 6:16PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Patrick Myron", with a long, sweeping flourish extending to the right.

Patrick Myron,
Secretary