



# Patmos Library of Jamestown, Michigan

## **MINUTES Meeting of the Board of Trustees May 11, 2017**

### **CALL TO ORDER**

The meeting was called to order by President Deb Fridsma at 6:04 PM at the Patmos Library, located at 2445 Riley St., Jamestown, MI.

Roll Call: Present: Director Stephanie Rogers, Larry Walton, Marcia Frobish, Marcia Plum, Dick Patmos, and Ben Miller.

Excusing Absent Members:

A motion was made by Dick Patmos and supported by Larry Walton to excuse absent member, John Strick. The motion passed.

Approval of the Agenda

A motion was made by Marcia Frobish and supported by Larry Walton to approve the Agenda of the May 11, 2017 meeting. The motion passed.

### **MINUTES**

A motion was made by Marcia Frobish and supported by Dick Patmos to approve the Minutes of the April 13, 2017 meeting. The motion passed.

### **PUBLIC COMMENT**

None

### **RESERVE TIME**

None

### **TREASURER'S REPORT**

A motion was made by Larry Walton and supported by Dick Patmos to approve the Treasurer's report.

Director Stephanie Rogers spoke with Township Clerk, Candy, about the Monthly Expense Report format. Discussion was had that a breakdown was needed.

### **DIRECTOR'S REPORT**

After reviewing the Revised Discussion Draft Lease Agreement it was noted that the Outside Landscaping agreement was omitted.

## BOOK SALE PROCEEDS

The book sale proceeds totaled \$553.07 in profits.  
The money will be designated to the FOL.  
The book sale will become an annual spring event for the library.

## SIGN PROJECT UPDATE

The LED sign has arrived at the library and Township Trustee, Tim Tacoma has agreed install the sign before Mother's Day. Painting and detailing are still needed.

## SECURITY/FIRE SYSTEMS QUOTES

Bids: Riverside--\$10,047  
EPS--\$15,900  
Tyco--Tiered options

Discussion ensued concerning the above bids for services included and life expectancy. Director is to present this bids to the Township board the following Monday.

## PHONE SYSTEMS

A bid for the library's phone system from Nick Heimler was \$3400.00 which includes installation. Larry Ocobock and his sister Nancy are donating a new phone system free which includes installation.

## WORK SHOPS MAY 17-19

Director Rogers will be attending the work shop located in Bellaire, MI for Level 3 Certification. She will be paying for her lodging and will be reimbursed at a later time from the library.

She will also be attending the Advanced Director's Workshops this September.

## LIBRARY STATISTICS

Door Count: April 2017: 2029 March 2017: 1740

## Evaluations

Discussion was tabled for Director Rogers six month evaluation with each library board member submitting their individual evaluation to the Director.

## UNFINISHED BUSINESS

A motion was made by Marcia Frobish and supported by Dick Patmos to discontinue the Ploud Website Service and to authorize Director Rogers to inquire about a replacement. The motion passed.

Summer Reading: A suggestion was made by Deb Fridsma for the Youth Services



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Librarian to pass out Summer Reading flyers the last week of school to the Jamestown elementary students.

## **NEW BUSINESS**

None

## **BOARD MEMBER COMMENTS**

None

## **ADJOURNMENT**

A motion was made by Marcia Frobish and supported by Dick Patmos for adjournment. The motion passed. Time 7:25 PM.

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President

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Secretary