



South Haven Memorial Library November 14, 2017 Minutes

Members:

Catherine Jarvie -President
Lois Howard -Vice President
Marilyn Bertorelli -Treasurer

Ida Sledge -Secretary
Robin McAlear -Trustee
Jean Stein - Trustee (Absent)
Vikke Andersen - Trustee

Also Present: Elaine Fluck, Matt de Bear, and James France, Director

Call to order: The meeting was called to order by president, C. Jarvie at 7:05 p.m.

Approval of minutes for October 10, 2017: Motion for approval by L. Howard supported by M. Bertorelli. Motion carried. A copy will be sent to city council.

Approval of agenda for November 14, 2017: Motion for approval by L. Howard supported by C. Jarvie. Motion carried.

Public Comments: None

Special Guest: Matt de Bear from Library Design Associates, Inc. M. Bear shared information concerning their role with the interior planning & design/space usage/, basic concerns and needs for the remodeling/improvement of the building. Open discussion and questions were addressed. Board members will meet one half hour earlier at the December meeting to discuss any ideas/suggestions. Each member will bring a snack.

Treasurer's report: Total income \$131,883.48, total expenses \$25,856.77 (**Oct. 2017**) Current budget amounts were reviewed. Vendors' bills totaled \$10,513.70 for the month. (Debit card \$395.04) Motion to pay vendor bills by L. Howard supported by C. Jarvie. Motion carried.

Director's Report: Jim updated the board on recent library activities, and upcoming events. December 14th-16th model train setup display. The library will be closed Monday *December 25th* for Christmas, and *January 1, 2018* for New Year's Day. See the web site for additional activities/information. www.shmlibrary.org.

Correspondence: None

Old Business:

- ✓ *Vote on Employee Cap or 80/20 Plan*-Reviewed the plans presented at the October meeting. Motioned by C. Jarvie supported by L. Howard to accept the Cap Plan. Motion carried.
- ✓ *Vote on Employee Health Benefits*-Motion by C. Jarvie supported by M. Bertorelli to accept the Blue Care Network. Motion carried.

New Business: C. Jarvie presented a *wage range pay* proposal for 2017-2018.

Board Comments: Suggestion made to visit other libraries such as the ones in Paw Paw or Oswego to observe idea for designs concerning *our* remodeling/improvements.

Adjournment: Motioned by C. Jarvie supported by I. Sledge to adjourn meeting. Meeting adjourned at 8:10 p.m.

Next regular meeting: December 12, 2017

**Respectfully submitted,
Ida Sledge, Secretary**