

PINCKNEY COMMUNITY PUBLIC LIBRARY BOARD MEETING
JANUARY 18, 2018
10 AM
Minutes

CALL TO ORDER @ 10:06 AM

Present: Kate Pratt, President; Patti Nicholson, Secretary; Karen Diaz, Trustee; Judith Wismont, Trustee; Hope Siasoco, Director and acting Treasurer; Debbie Stewart, Staff Member; Jennifer Brennan, NoteTaker.

Absent: Kenneth Hammer, Trustee

Call to Public: None

CORRECTIONS/ADDITIONS TO AGENDA: Add Call to Public at the top of the meeting. Add under Issues-Audit 2018 Discussion. Kate made a motion to accept the agenda as corrected and Judy W. seconds. All approved and motion passes.

READING OF MINUTES FROM DECEMBER 14, 2017 BOARD MEETING: Judy W. made a motion to accept the minutes as presented and Karen Diaz seconds. All approved and motion passes.

PRESENTATION OF BILLS:

- December 2017 & January 2018 Operations Bills for Review: Kate made a motion to accept the Operation Bills for December and January as presented and Patti seconds. All approved and motion passes.

OLD BUSINESS:

- Welcome new Library Board Member – Karen Diaz was appointed to the library board by Putnam Township Board of Trustees during their Wednesday, January 17th meeting
- Library Board Annual Officer Election- Tabled
 - Discussion followed.
 - Treasurer Position responsibilities are stated in the Pinckney Community Public Library Investment Policy Section IV and the Bi-laws for the Pinckney Community Public Library.
 - Patti made a motion to postpone the vote until the February Board Meeting and Kate seconds. All approve and the motion passes.

NEW BUSINESS:

Reports:

- Library Progress Report
 - Monetary Donors December 2017/January 2018
 - Mr. Louis Dwarshuis & Dr. Marilyn Kolton-Dwarshuis (\$50)
 - Geraldine M. Przeslawski (\$250)
 - Joan Thompson (\$50)
 - Joseph & Mary T. Lavey (\$20)
 - Dorothy Aschenbrenner Memorial Donations; sent to the library by Dorothy's daughter, Deborah Barker:
 - American Legion Auxiliary Unit 419 (\$40)
 - Earl & Kathryn Bixel (\$20)
 - Noreen & Ted Lawnicki (\$25)
 - 2017 Statistics
 - People Counter Totals for 2016 & 2017 was presented to the library board
 - Report perused, discussed and is on file
 - Livingston Reads 2018: Murder on the Orient Express
 - Joint movie showing of 2017 movie on Friday, April 20 at the Howell Theatre—anyone that presents their library card from any of the six Livingston County Libraries get in for free

- Puzzle Palooza VIII – Murder Mystery Edition on Saturday, March 10 (Two prizes will be awarded: 1 for first team to finish their puzzle & bonus prize for anyone who solves the mystery that came with their puzzle)
 - Off the Shelf Book Discussion LR Themed Tie-In: March 20: *Murder on the Orient Express* by Agatha Christie & April 17: *Western Star* by Craig Johnson
 - Wednesday Movie Night, March 28: 1974 version of MURDER ON THE ORIENT EXPRESS
 - Wednesday, April 11: Sherlock Holmes Mysteries Program—Hope is organizing this event with help from Sara Castle & Jack Stewart
 - April 23 – 28: Pinckney Murder Mystery Scavenger Hunt (partnership of PCPL with Friends Group, Pinckney Local History Group, Village of Pinckney, Putnam Township, Pinckney Schools and area businesses)—Library will come up with a Murder Mystery to solve and clues will be sprinkled all around the Pinckney Village. Small prizes will be awarded to people who turn in a solved case and will go towards a Grand Prize drawing (Possible bonus prize for social media tie-in)
- Update on April Genealogy Seminar
 - April 21, 2018 from 9am-3:30pm
 - Speaker: Kelli Bergheimer
 - New 2018 Pinckney Area Genealogy Seminar website with seminar information & registration located at: <http://pcplgenealogy.weebly.com>
 - Registration increased from last year: \$25/advance (+\$2 online) or \$30/door
 - Pre-order lunch still \$7 (Linda Lavey is now in charge of lunch)
 - Topics include: DNA Testing; Beginning Genealogy; Preparing for a Library/Archive visit; Choosing a Family Tree Software; and Organizing your Genealogy Research
- Update on 2018 Pinckney in May
 - Notes from Jennifer B. was presented
 - Updated 2018 Pinckney in May Event Website: <http://pinckneyinmay.weebly.com>
 - Donorbox – free donation online campaign
 - Recognizes Paypal & gives donors the chance to add online processing fee
 - New donation/sponsorship form and letter was presented
 - Remy & Michael Young have pledged \$750 to sponsor this year's Pinckney in May. Would the board like to add them onto the street banner? Discussion followed. Board decided against putting donor names on the banner for easy reuse for later years. Major donors will be recognized in sandwich boards that we'll display two weeks before event.
- AARP Tax Assistance Sign Up – Sign Up for February 15th and March 15th has started at the library. There will be three agents to help. Program is open to all ages. Please make sure to sign up in person at the library, as staff will be handing paperwork. Program is free to all.
- Green Oaks Costco Partnership with Livingston County Libraries – Bev Kroll from Green Oaks Costco has kindly agreed to partner with all six public libraries in Livingston County for the Associates of Libraries program. Program runs from February 19 – March 4. Patrons can “check out” an Associates of Libraries shopping day during those two weeks.
- Upcoming Events & Programs at the Library
 - Youth Winter Events – New Fierce Teen Reads Program once a month in Winter, every first Wednesday evening in January - April
 - Off the Shelf Book Discussion—Tuesday, January 23, 2018 @ 6:30pm – January title: *Gentleman in Moscow* by Amor Towles led by Nancy Navarre
 - Thursday Night Theatre, January 25: DUNKIRK (Rated PG-13)

- Wednesday Night Movie, January 31: GLASS CASTLE (Rated PG13)
 - Tuesday Night Theatre, February 13: GOODBYE CHRISTOPHER ROBIN (Rated PG)
- Friends Group Report- Reviewed and on file.
 - Friends Thursday, December 14th meeting minutes
 - Friends Thursday, January 11th meeting minutes
- Treasurer's Report- Reviewed and on file.
 - End of Year/Beginning of Year Money Transfers from General Fund to Operations Account
 - Dianne, our bookkeeper, transferred \$10,000 from General Fund to Operations to tide the library over after Christmas 2017 and Hope transferred \$3,000 from Huntington PayPal account into PNC Operations on December 11th, 2017
 - Need to discuss auditors for 2018 and beyond as 2017 Audit is our last contract year with Campbell Auditing
- Bookkeeper Report- Reviewed and on file.
 - 2017 Year End report
 - 2018 New budget year bookkeeper report—line item splits still need to be done to clean up “Bank Charges” line item

Issues:

- Fence Damage
 - Library is working with our insurance company right now to see if it's covered after deductible
 - Original fence company is now out of business. Will wait for a recommendation from insurance co.
- 2018 Loleta Fyan Small & Rural Libraries Conference – April 30 – May 2:
 - 2018 Conference Theme: Open Doors, Open Minds, celebrating diversity and inclusion in libraries
 - Kate & Hope's proposed presentation was accepted by the organizing committee. The presentation is called: “Drinks, Downton, Dragons & Dolls”: How TV Shows, Pop Culture, American Girl Tea Parties and Beer & Wine Helped Pass Our Millages and Made Our Library Relevant Again
 - Lead presenter: Kate Pratt will receive 1 complimentary registration to conference (including meals) & a complimentary 1 night's stay at Grand Traverse Resort
 - Discussion on Hotspot ensued because PCPL learned about the Hotspot program during the 2016 Small & Rural Libraries Conference
- 2017 Audit
 - Tuesday, February 27, 2018 starting at 10am by Campbell Auditing Firm
 - Last contract year with Campbell Auditing
 - Hope will request a quote for continuing with them when they come on February 17th for another multi-year contract

NEW BOARD ISSUES: None

CALL TO THE PUBLIC: Debbie Stewart thanked the board for the holiday party. Hope also thanked the board for the party and mentioned that everyone who came had fun at Hell Kitchen.

ADJOURNMENT @ 11:59 AM

Karen Diaz made a motion to adjourn and Judy W. seconds. All approve and motion passes.

Respectfully Submitted by Jennifer Brennan