

**PINCKNEY COMMUNITY PUBLIC LIBRARY BOARD MEETING  
MARCH 15, 2018  
MINUTES**

CALL TO ORDER AT 10:05AM

PRESENT:

- Kate Pratt, President; Ken Hammer, Trustee; Judith Wismont, Trustee; Hope Siasoco, Director and Acting Treasurer; Sara Castle, Youth Librarian Staff Member/Public

ABSENT:

- Karen Diaz, Trustee; Patti Nicholson, Secretary; Jennifer Brennan, Note-taker

PUBLIC COMMENT: None

CORRECTIONS/ADDITIONS TO AGENDA:

- Kate moved to accept the agenda. Ken seconded. All approved. Motion passed.

READING OF MINUTES FROM FEBRUARY 15, 2018 BOARD MEETING:

- Motion to accept the minutes as presented by Judy. Seconded by Ken. All approved. Motion passed.

PRESENTATION OF BILLS: March 2018 Operation Bills for Review:

- Judy motioned to accept the Operation Bills for March as presented. Ken seconded. All approved. Motion passed.

OLD BUSINESS:

- Audit was rescheduled to Thursday, March 22, 2018 at 10:00AM
- Change was made to the library's Wi-Fi agreement page to reflect concerns about copyright restrictions.

NEW BUSINESS:

- REPORTS:
  - Pinckney in May (PiM)
    - Notes from the March 7 PiM Committee meeting was presented. (See attached)
    - Kate Pratt made the motion to accept the Certified Resolution of the Board of Directors authorizing the application to the Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission for issuance of a special liquor license for PiM. Seconded by Ken. All approved. Motion carried. (See attached signed resolution)
    - Friends Group paid (\$175) for a full page ad (for PiM) in the program booklet for Pinckney Players' musical *Curtains* .

- No “takers” from the PiM Committee or the Friends Group to make a poster requesting donations of unused gift cards to the library. VistaPrint will be used to make poster.
  - Proposed beverage pricing: \$4 beer and wine; \$2 soft drinks; \$1 bottled water. Motion to approve by Kate. Seconded by Ken. All approved. Motion passed.
  - Friends Group submitted raffle application to State of Michigan for PiM. If raffle approved by the state in time for the event, PiM Committee will make raffle operational decisions.
  - There are new fliers for PiM—one WITH and one WITHOUT raffle information. Added to this year’s musical performers: Pinckney Music School’s JAZZ RATS.
  - A survey regarding interest in having child-care available for future (not 2018) PiM events will be posted on the library’s Facebook page, PiM event website and available in hard copy at appropriate library events.
- Second Quarter Events Calendar mailing is going out the end of March to Putnam Township and selected surrounding areas. (The flier advertising PiM **without** raffle information will be used)
- Genealogy Seminar is April 21, 2018
  - Speaker Kelli Bergheimer has submitted her invoice for \$500 and the library is requesting assistance from Livingston County Genealogical Society. The library has also paid for Kelli’s overnight stay at Microtel Inn & Suites on Plymouth Rd. for \$85.96. Volunteers have stepped up to say they can help set up and during the seminar. We may still be in need of help with clean up at around 4pm on Saturday, April 21<sup>st</sup>.
  - There are currently 12 people registered to attend this event.
- Upcoming Library Events
  - Livingston Reads is underway. We ended up with 11 teams during Puzzle Palooza VIII (35 attendees) Livingston Reads Murder Mystery Edition. Need to expand for Puzzle Palooza IX in October.
  - A Night With Sherlock (Livingston Reads Event) – Wednesday, April 11<sup>th</sup> at 6:30pm with Loren D. Estelman. Mr. Estleman will also do a book signing after his presentation.
  - Oscar Movie Nominated Film Showings have started. For the next few months, the library will once again be showing all the Best Picture Oscar Movie Nominees, as well as Best Actor/Best Actress nominated works.
- Friends Group Report was reviewed and filed.
- Treasurer’s Report was reviewed and filed.
- Bookkeeper’s Report was reviewed and filed.

ISSUES:

- Elizabeth & John Colone Fund for the benefit of the Pinckney Community Public Library

- The Pinckney Library is receiving \$723 this year in two disbursements: \$361.50 in June and \$361.50 in December.
- Motion made to use funds for staff development by Judy. Seconded by Kate. All approved. Motion carried.
- Library's switch from Pinckney Schools' Internet to upgraded Charter Coax Cable Internet is scheduled for March 30, 2018. All related operations will be coordinated by CPS, the library's contract IT group.
- Hope signed the 2018/2019 HVAC Maintenance Contract on March 2th, 2018.
- National Library Week is April 8<sup>th</sup> thru 14<sup>th</sup>
  - Late fines amnesty will be granted.
  - Motion made by Kate to provide \$30 Amazon gift card to each library employee from undesignated donation funds. Seconded by Ken. All approved. Motion carried.

#### NEW BOARD ISSUES:

- Several meetings back, Judy Carney, previous trustee, suggested that it was time for a new library motto and suggested: "We are more than you think we are." At that time, there was support from the board, but action was postponed. Kate suggested a slight revision of the proposed motto to: "We are more than what you think." Kate made the motion that the new motto be used immediately wherever appropriate. Ken seconded. All approved. Motion carried.

#### CALL TO PUBLIC:

- Sara reported that "March is Reading Month." In association with this theme, multiple activities will (or have) occur(red.)
  - Family Fun Day: Celebrate Reading at Parker Middle School. 400+ people attended.
  - Readings to three classes at Farley Hill Elementary School
  - A variety of library tours from local schools
  - A visit from "Pete the Cat" program
  - Family Fort Night
- Sara also mentioned the wide variety of activities that take place in the library
  - Boot Camp & Baby
  - Super Fun Yoga Time – partnership with Main Street Nutrition & Fitness
  - Play-Doh Club and more

Motion to adjourn by Kate at 11:20AM. Ken seconded. All approved. Motion carried.

Respectfully submitted,  
Judith M. Wismont

## March Meeting Notes

3/7/18

Patti's friend, Elizabeth Hauptman, has volunteered to handle the food procurement.

Easiest to do right now is pizza.

Judy W. would like to have salad as well

Part of Budget would cover tips for pizza delivery – committee agreed on \$100 for food expenses

We sent out donation request letters to over 450 businesses by mail on-line or in person.

<20 returned undeliverable.

Need to start calling possible advertisers for TV monitors.

Need print poster/book marks to drop at businesses.

Library ordered new sandwich board for outside promotions. Still need to order street banner.

Need to clean and repair old sandwich board from Kate Pratt. (Hope will ask Friends group for help.)

Poster in house and on Library Calendar asking patrons to donate unused gift cards. Need a volunteer to make poster.

Ken will buy beer but not bartend. Judy & Bill Wismont will be bartending that evening.

Raffle:

"If 60 tickets are not sold, the drawing will revert to a 50/50 raffle with the minimum prize of \$20 awarded."

Start the pre-sale of raffle tickets on Friday May 11.

Discussion on whether to accept Paypal to pay for raffle tickets. Is it worth taking credit card if cost of ticket is \$5?

Committee recommending we accept credit, check cash for pre-sale. (Maybe Trya can create a button that will have a choice of ticket quantities with no less than 2 tickets online sale.)

Cash only for night of event raffle sale.

- We need to post Raffle Rules
- We can pre-sale
- Need not be present to win
- Winner's name and photo will be publicly displayed

Survey if there is interest in having child care that evening to allow parent to attend event.

1 question:

\*The Pinckney Library is considering providing babysitting/child care service for children pre-school through 4<sup>th</sup> grade from 6pm-9pm on Saturday, May 19<sup>th</sup>, during Pinckney in May. Choose which options fits your needs:

1. I would be more likely to attend Pinckney in May if this service was offered.
2. I plan to attend Pinckney in May regardless of whether this service was offered or not.
3. I won't be able to attend Pinckney in May this year.

The high school jazz band, Jazz Rats, still needs to be confirmed. Idea was to have the students play before and during breaks for Midnight Special. Hope will ask Doug from the band what their schedule for play will be.

Follow up note: Sara has confirmed that the Jazz Rats will be playing that evening. (There will be 23 of them with equipment.) Huron River Revivalists are willing to play during break times. Doug said they'll play when the library needs them to play. Their band will play 3 sets of 45 minutes in length.

Music Schedule:

6:15pm – 6:35/6:45pm – Jazz Rats

6:45pm – 7:15pm – Huron River Revivalists

7:15pm – 8:00pm – Midnight Special

8:00pm – 8:15pm – Huron River Revivalists

8:15pm – 9:00pm – Midnight Special

9pm-9:15pm – BREAK

9:15pm – 10:00pm – Midnight Special

9:30pm LAST CALL for refreshments

See Beverage Pricing for 2017 and ask Board Members to review if we still wish to remain the same.

# Beverage Concession



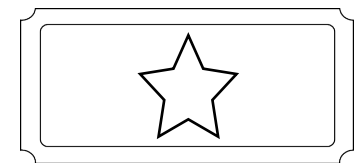
Beer & Wine = \$4



Pop (Coke, Diet, or  
Sprite) = \$2



Bottled Water = \$1



## Wording on Library Splash Page to use WIFI

By using the Pinckney Community Public Library's Wireless Service, I agree to follow the library's Technology Policy, specifically its WIRELESS ACCESS POLICY, as stated in Section XI of the Library Policies and By-Laws.

Further, I understand that, as stated in #7 of the "Workstation Acceptable Use Rules" and #10 of the "Wireless Access Policy", **materials on the Internet and the World Wide Web is copyrighted. It is the user's responsibility to be aware of the display of any notices concerning the copyright of information on the Web and to respect the copyright laws of the United States. Responsibility for any consequences of copyright infringement lies with the user; the Library expressly disclaims any liability or responsibility resulting from such use.**

PCPL's Technology Policy:

<http://pinckneylibrary.org/wp-content/uploads/2015/07/Technology-Policy-rev2017.pdf>

Click on the "Agree" button to proceed