

PINCKNEY COMMUNITY PUBLIC LIBRARY BOARD MEETING
MAY 16, 2019
10 AM
Minutes

CALL TO ORDER@ 10:03am

Present: Kate Pratt, President; Laura Burwell, Vice-President; Kate Robertson, Treasurer; Patti Nicholson, Secretary; Karen Diaz, Trustee; Hope Siasoco, Director; Debbie Stewart, Staff Member; and Jennifer Brennan, Note Taker. PUBLIC: Stacy Conquest and Victoria Conquest from Girls Scouts

PUBLIC COMMENT: Jennifer Brennan shared her idea for a name change/logo change for Pinckney In May should the library board decide to make changes for the next year.

CONSENT AGENDA

✚ **CORRECTION/ADDITIONS TO AGENDA**

✚ **READING OF MINUTES FROM APRIL 18, 2019 BOARD MEETING**

✚ **PRESENTATION OF BILLS:**

- May 2019 Bills for Review
- Karen Diaz made a motion to accept the Consent Agenda as presented and Laura Burwell seconds. All approve and the motion passed.

SPECIAL ISSUES

- ✚ West Side Walkway – Girls Scout Gold Project for Victoria Conquest.
 - Funds have been raised so project can begin
 - A professional landscaper oversaw Tori's plans. Photos were provided for the library board.
 - Plan includes the removal of bushes; widening the path, and build a retaining wall.
 - Work will be done by volunteers and community members.
 - Beginning of June work to begin.
 - Permit to be obtained from Village Zoning and DPW prior to start of job.
 - Hope suggested that the stones to be delivered at the library can be unloaded near the dumpster area at the back of the building.
 - Laura Burwell made a motion to accept the plan presented by Victoria Conquest to improve the library path and Kate Pratt seconded. All approve and the motion passed.
- ✚ PPHH Chamber of Commerce Request for Yard Sign to be put up on Saturday, May 18
 - Patti Nicholson made a motion to allow the PPHH Chamber of Commerce to place an **Art in the Park** yard sign on library property on Saturday, May 18 and Kate Robertson seconds. All approve and the motion passed.

OLD BUSINESS:

- 2019 Pinckney in May Update
 - Special Liquor License Update
 - The library's application has been approved
 - It was sent to the wrong email address, which was why Hope or Kate had not received the licenses yet.
 - Hope was able to contact someone from LARA to re-send the email with the attached licenses.
 - Volunteer Positions – Question regarding bartending duties
 - Bill and Judy Wismont need to be "Officials of the Library" to handle bartending duties during Pinckney in May.
 - Bill and Judy Wismont, as Ex Officio members of the board, are considered to be "Officials of the Library", so they are authorized to represent the board and act as bartenders during Pinckney in May.
 - Pinckney in May Promotions
 - Update from Kate Robertson
 - Sponsored ads are running on Facebook.
 - Silent Auction Item photos have been posted online.
 - Kate mentioned that she will end up using the full \$250 budgeted for this social media campaign.

- Pinckney in May Street Banner Update
 - Hope sent an email to the library board on Tuesday, May 14 detailing the installation issues for the Pinckney in May Street banner. The issue has now been corrected and the library does not expect to be charged by Ostlund for its installation.
- Event Schedule
 - See attached Schedule of Events for Pinckney in May
- Pinckney in May Electronic Ads
 - The electronic ads are currently running online on the event's website, as well as the Library's TV monitors since the beginning of the week.
 - The electronic ads presentation will also be share on the library Facebook page
- Pinckney in May naming and website
 - Hope is planning on purchasing the domain name for the library's annual fundraiser
 - In order to do so, she needs to know if the board wishes to keep its current name of Pinckney in May or change to something else
 - A name change might be necessary- discussion on how to make it more descriptive ensued along with entertainment change consideration, given that the evening featured band has now been the same band for the past five years
 - What can bring in more people and more money?
 - Kate Pratt mentioned that she looked at this event more as a community growing event than a fundraiser
 - Regarding musical entertainment, Laura suggested a possibility of a rotating recitals from students that might bring in more people
 - Not total rebranding but refreshing
 - Have Pinckney in May committee discuss and come up with ideas then present to board
 - Final Decision on whether to change the name of the event will be made by the library board
- Pinckney in May Event Considerations
 - Number ideas - Renumber table/bid sheets 1/100s, 2/200s, 3/300s, 4/400s & Fabulous Finds 500s
 - Greeters will put wrist bands on minors
 - Monitors will show Section closing count down clock to alert bidders of when a Section will be closing.

NEW BUSINESS:

Reports:

Library Progress Report

- Donations of Note
 - TLN Stipend for Jazz in the D performance (\$262.50)
 - Barb Schueler donation in memory of Paula Jean MacSteaphan
 - Friends of the Library donation for June 7th Game of Thrones program (\$250)
 - Marilyn M. Edgar donation in memory of Paula Jean MacSteaphan (\$100)
- Funding Factory Income of \$63.78 will be used towards Pinckney in May
- Update on Building Signage Timeline
 - Hope has signed the contract with Phillips Sign & Lighting, Inc.
 - The deposit of \$1,033.85 will be mailed after vendor check runs next week.
 - Once Phillips has received the deposit, they will start approaching the Village for permissions. Expected start would be mid to late June, latest would be to work in August
 - It will take one day to complete the project
 - Philips expects minimal disruption to the main entrance to the building
- MeL RIDES Contract Renewal

- Hope has renewed the library's contract with MeL Rides for 2019-2020 at the rate of \$2,270.55
- TLN Steering Committee & Membership Meetings on Friday, May 10th
 - The Pinckney Library hosted the May TLN Cooperative Steering Committee and Full Membership Meeting on May 10th.
 - Featured "presenter" was Clare Membiela, Library Law Consultant at the Library of Michigan, who discussed the issue of "Patron in Good Standing" verification check that some TLN libraries have initiated following a theft ring issue with games being stolen from TLN member libraries.
 - The concern being brought up was not just the "Patron in Good Standing" going against the patron's privacy rights, but that this could be grounds for Discrimination Lawsuits
 - TLN Steering Committee, and its general membership, has decided to recommend to the TLN Library Board to do away with "Patron in Good Standing" policies among its membership libraries to remain in compliance with Patron Privacy and Anti-Discrimination laws.
- New Evening Library Assistant update
 - Janet Hassa broke her wrist so has been unable to be scheduled to work after her two week training period. She will return to the schedule the last week of May.
- Huron River Revivalist Fundraiser at PCPL report
 - Kate Pratt was the Honorary Staff Member present at the event
 - The HRR would like to use the library again next year
- Upcoming Events & Programs at the Library
 - Game of Thrones Finale Celebration on Friday, June 7th
 - Youth Summer Reading Program begins on Monday, June 17th
 - Rick Todd, PCS Superintendent, has approved the library's promotional flier for Summer Reading Program to be sent home with all the elementary and middle school students in the district.
 - Kathy Moorehouse of Light of the World Academy (LOTWA), has also approved for the fliers to go home with all their students before the end of the school year.
- ✚ Friends Group Report- Reviewed and on file.
 - Big Art in the Park Book Sale – Friday, May 31st – Sunday, June 2nd
 - The sale will once again be located in the Big Program Room and West side of the building.
 - Tuesday, May 28 set-up begins
- ✚ Treasurer's Report- Reviewed and on file.
- ✚ Bookkeeper Report- Reviewed and on file.

Issues:

- Library Bond Audit and Ratings
 - 2018 Library Bond Audit Update
 - In Progress
 - Standard & Poor's Bond Rating Update
 - Hope has submitted the library's official 2018 audit to Standard & Poor's. They have not changed our rating as of this meeting.

NEW AND ONGOING BOARD ISSUES: None

CALL TO THE PUBLIC: Debbie Stewart requests that helpers during Pinckney In May set-up to **Please pick up Tables when moving them, don't slide.**

ADJOURNMENT@ 12:34 PM

Patti Nicholson made a motion to adjourn the meeting and Karen Diaz seconds. All approved and the motion passed.

Respectfully submitted by Jennifer Brennan.

2019 Pinckney in May Schedule of Events

6pm Door Open, Start of silent auction, raffle & bar open

6:15-7pm Huron River Revivalist Perform

7pm Midnight Special Performs

7:30pm Silent Auction Section 1 Closes

8pm Silent Auction Section 2 closes

8pm Silent Auction Check Out Begins

8pm Security System Raffle Drawing

8:30pm Silent Auction Section 3 Closes

8:45pm 50/50 Raffle Drawing

9pm Silent Auction Section 4 closes including fabulous finds and grab bags.

9:30pm Auction Items Available for Pick Up after paying at check out

9:30pm Last Call for Drinks (water is available for free)

Water & Soda free for all volunteers and bands