

Lyon Township Library Board Minutes  
March 28, 2017

1. Call to Order at 7:00 p.m. by Library Board President Alice FitzGerald.
2. Roll Call: Board Members present were Cheryl Chuck, Amy Deeds, Alice FitzGerald, Mary Pat Freund, Don Gehrlein, and Irene Provost. Library Director Holly Teasdale, Program and Marketing Coordinator Michelle Fields, and Recording Secretary Pam Quackenbush were also present.
3. Approval of the Consent Agenda: Motion by Freund and second by Provost to approve the Consent Agenda as presented. The motion passed unanimously.
4. Call to the Public: Jim Chuck, Chair of the Campaign Committee
5. Approval of the Agenda: Motion by Gehrlein and second by Freund to approve the Agenda. The motion passed unanimously.
6. Approval of Bills: None
7. Announcements and Communications:
  - a. Lyon Township board meeting: Trustee FitzGerald attended
  - b. DDA meeting: no library board members attended
  - c. Accessories Bazaar May 6-7
8. New Business:
  - a. Presentation, Michelle Fields, Program and Marketing Coordinator. Motion by Freund and second by Provost to accept the Marketing and Program Annual Report as presented. The motion passed unanimously.
  - b. Door Counter Proposal: Since pricing for new door counters is very expensive, the library has held out as long as possible. After getting quotes from SenSource and Walker Wireless, the recommendation is that the library purchase the SenSource product. It was almost half the price and had more capabilities than the Walker Wireless product. Motion by Freund and second by Gehrlein to accept the door counter proposal from SenSource for a total of \$786.47.  
Roll Call:  
Ayes: Chuck, Deeds, FitzGerald, Freund, Gehrlein, Provost  
Nays: none  
The motion passed unanimously.

- c. **Use of Credit Cards at the Library:** Presently, the only option for patrons to pay for fines, lost materials, printing, etc. is with PayPal through The Library Network. Patrons constantly ask if they can pay at the circulation counter, and the library would be able to collect more fees if that was possible. Due to regulations governing the use of credit cards by governmental entities, the library cannot legally pay for the credit card fees, so some way has to be arranged so if the patron wishes to use their credit card they will also agree to pay all fees involved with the transaction. Director Teasdale will talk to the township and the county to investigate options. Before making a decision the board should wait to see what operating system The Library Network chooses since that might factor into the decision. Motion by Gehrlein and second by Freund to have library staff investigate the use of credit cards in the library. The motion passed unanimously.
9. **Old Business:**
  - a. **Library Millage Planning:**

Jim Chuck, Millage Committee Chair, reported that the Millage Committee Bank account is open, they have a EIN number, the post office box is open, and the Statement of Organization has been mailed to the Oakland county Clerk. They have also created a Facebook page for the millage.
  - b. **DDA Tax Capture Law:** Director Teasdale informed the board that libraries can now opt out of millage capture. This decision came after the ballot language was approved and submitted. Director Teasdale will consult the township's auditor to see how best to handle the situation.
10. **Items removed from Consent Agenda for action or discussion:** none
11. **Trustee Comments:**

Trustee Freund commented that she enjoyed the presentation by Michelle Fields, and encourages everyone to talk to their friends about promoting the library on social media.

Trustee Chuck commented that Michelle Fields' presentation was wonderful and she feels that Michelle is doing a great job. She especially liked her idea of hosting a Medicare presentation in the fall.

Trustee Provost said she feels the library is on a positive stretch and we should all work in our neighborhoods to spread the word.

Trustee Deeds said she agrees with the others that Michelle Fields is doing a phenomenal job and agrees that creating her position was a very positive move for the library.

Trustee FitzGerald thanked Michelle for her presentation and said Michelle always steps up to the plate during the millage. She also commented that she hoped the bowling fundraiser would be successful.

12. Adjourn Meeting: Motion by Chuck and second by Freund to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:25 p.m.

Respectfully Submitted,  
Pam Quackenbush  
Recording Secretary.