

Lyon Township Library Board Minutes
November 27, 2018

1. Call to Order at 7:00 p.m. by Library Board President Alice FitzGerald.

Roll Call: Board Members present were Cheryl Chuck, Ed Coles, Amy Deeds, Alice FitzGerald, Don Gehrlein, and Sheri Rogge. Library Director Holly Teasdle and Recording Secretary Pam Quackenbush were also present.

2. Approval of the Consent Agenda: Motion by Coles and second by Gehrlein to approve the Consent Agenda. The motion passed unanimously.
3. Call to the Public: None
4. Approval of the Agenda: Motion by Deeds and second by Chuck to approve the Agenda. The motion passed unanimously.
5. Approval of Bills: none
 - a. Announcements and Communications:

At the Township Board meeting on November 7 it was mentioned that the library roof will be re-done by Bloom Roofing and will cost up to \$65,000.00.

Director Teasdle announced the following: She spoke with Library Design and they feel that all work can be done without closing the library, but there is no word yet on the install dates

The holiday party on December 9 will be catered by the Friends of the Library.

The Friends of the Library Fall Book Sale broke the record for sales, bringing in \$1785.00.

Jocelyn Levin received a \$625.00 grant from the University of Michigan for 3 STEM programs.
6. New Business
 - a. Security Camera Policy: Director Teasdle presented a Security Camera Policy that was in line with other public libraries in the area. Motion by Rogge and second by Gehrlein to accept the Security Camera Policy as presented. The motion passed unanimously.
7. Old Business
 - a. 2019 Budget: At the request of Trustees Coles and Gehrlein, Director Teasdle presented the board with comparative wages for library staff statewide and locally. Based on those statistics, the

board felt that wages for some employees needed to be adjusted. Director Teasdle met with Township Supervisor John Dolan to discuss the annual rent that the library pays to the township. Director Teasdle also proposed an inter-governmental agreement between the library and the township to state which entity is responsible for what charges and to protect the library from large rent increases in the future. Motion by FitzGerald and second by Gehrlein to amend the 2019 Lyon Township Library Budget and raise the library's annual rent payment to Lyon Township to \$20,000.00, to raise the salary of Marjorie O'Donnell 6% to \$48,760, raise the annual salary of Holly Teasdle 6% to \$72,080.00, and raise the hourly wage of Lucas Stodor and Alta Moore to \$15.00. Roll Call: Chuck - aye, Coles - aye, Deeds - aye, FitzGerald - aye, Gehrlein - aye, Rogge - aye. The motion passed unanimously.

- b. Security System Update: Director Teasdle reported that the new security system has been installed, but the takeover by Sonitrol did not go smoothly. The problems have since been ironed out and the project has been completed.
- c. Strategic Plan Update: The contract with Strategize has been signed. Director Teasdle has been sending them documentation and speaking with them in conference calls.

8. Items removed from Consent Agenda for action or discussion: none

9. Trustee Comments:

Trustee Rogge thanked everyone for having her on the board.

Trustee Deeds thanked Director Teasdle for her salary documentation. She also said she was very happy with Jocelyn's work and creativity and also the grant money she has found.

Trustee Coles remarked that he enjoyed the discussion.

Trustee Gehrlein commented that it was a good discussion on wage adjustments and he feels the wages are fair.

Trustee Chuck commented that she would like to see a time limit on employee presentations or simply hold off until after the strategic plan is finished so the meetings won't run so long. She also informed the board that work will begin soon on phase one at the Lyon Veteran's Memorial Park.

Trustee FitzGerald commented that it was a good meeting, and reminded the board that there is no meeting in December.

10. Adjourn Meeting: Motion by Chuck and second by Coles to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 8:50 p.m.

Respectfully Submitted,
Pam Quackenbush, Recording Secretary