

Jean Waterloo Public Library

Board Minutes

December 8, 2017

- I. **Call to Order:** The regular meeting of the Board of Trustees of the Jean Waterloo Public Library was called to order at 6:13 PM by Goralczyk.

Present: Mark Goralczyk, Phino DeLeon, Virginia Hofman, Gretchen Sterling

Staff: Karen White-Owens

Absent: Shirley Drake, Sylvia Steward

- II. **Approval of the Agenda:** A motion was made by DeLeon, seconded by Sterling to approve the agenda. Motion carried.

- III. **Public Comment:** None

- IV. **Secretary's Report:** A motion was made by Hofman, seconded by Sterling to approve the October 2017 minutes. Motion carried. A motion was made by Sterling, seconded by Hofman to approve the November 2017 minutes. Motion carried.

- V. **Treasurer's Report:** Goralczyk reviewed a copy of the report with the board. The report was received and filed. The November bills were reviewed and discussed. A request was made by DeLeon to consider a new telephony carrier. DeLeon will make contact with a carrier to request a quote be submitted to White-Owens. A motion was made by DeLeon, seconded by Sterling to approve the payment of bills for November.

- VI. **Director's Report:**

- a. **Drumcommunity:** White-Owens shared the anticipated start date for the 2018 summer reading event. "Drumcommunity" has been scheduled for the event's launch and White-Owens reviewed a copy of the program along with details of what to expect. Santa Claus is visiting the library on Saturday, Dec. 16th. A storytime is planned as well as other activities for the patrons. White-Owens also shared the successes of the Star Wars and wand making themed activities held at the library and her plans to coordinate more for the future.

VII. New Business:

- a. **Renovation:** White-Owens shared that the 2 companies that previously visited the library intend to submit their proposals for review and discussion. White-Owens is expecting to have them prior to the January 2018 board meeting.

VIII. Old Business:

- a. **Gratiot Property:** Goralczyk reviewed a copy of an email chain exchanged between himself and Mr. Yoffee with the board. White-Owens also reviewed copies of emails exchanged between Mr. Yoffee, Mr. Nickerson and herself with the board. Lastly, a copy of the email from Mr. Nickerson expressing concerns for the board to consider about a possible lease transaction and the letter submitted to Mr. Yoffee (via his attorney) in regards to the LOI we received. The board then discussed Mr. Yoffee not conforming to direct communication with White-Owens. Next, DeLeon reviewed a copy of the assessors map of the library's Gratiot property with the board and explained to the board the details of the proposed land acquisition request. The board discussed feelings and options of a lease as well as other possibilities to be considered. It was decided that due to not having the entire board present, further discussion will be tabled until January's meeting. DeLeon will be providing a more concise and color coded map for review by the board at that time.

IX. Next Meeting: The next meeting is January 19th, 2018.

X. Adjournment: On a motion by DeLeon, seconded by Sterling, the meeting adjourned at 7:05 PM

Submitted by:



Phino DeLeon, Secretary