

Jean Waterloo Public Library

Board Minutes

January 19, 2018

- I. **Call to Order:** The regular meeting of the Board of Trustees of the Jean Waterloo Public Library was called to order at 6:00 PM by Goralczyk.

Present: Mark Goralczyk, Phino DeLeon, Virginia Hofman, Shirley Drake, Sylvia Steward

Staff: Karen White-Owens

Absent: Gretchen Sterling

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

- III. **Public Comment:** Albert Hofman sent in a statement that was read by Virginia Hofman stating his feelings toward a possible lease agreement with Macomb Automotive, in his statement he shares his disapproval with the idea as well as stating some possible issues that could arise.

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

- V. **Treasurer's Report:** Goralczyk reviewed a copy of the report with the board. The report was received and filed. A request was made by White-Owens to transfer \$710 from "contingencies" to "online databases". A motion was made by Drake, seconded by Steward to approve the funds transfer. Motion carried. The November & December bills were reviewed and discussed. A motion was made by Steward, seconded by Hofman to approve the payment of bills for November. Motion carried. Next, a motion was made by Steward, seconded by Drake to approve the payment of bills for December. Motion carried.

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

- a. **Title Change - Clerk to Library Technical Assistant:** Name change is tabled until we can determine proper terminology that's respectful of the degrees that both associates have work toward and earned. of what to expect.

- b. **Happenings:** To track the progress of the planned renovation of current library, White-Owens is planning on using a lego figure in a document style format. The goal is to narrate the changes and updates to be broadcast via social media channels and posted on library website. The same group that held activities last year during Black History month will be returning for another scheduled event. Lastly, it was discussed to arrange a seminar/training event for adults with african-american children. The intent will be to provide hair care & instructions to those caregivers. Tentatively set for April

VII. New Business:

- a. **Renovation:** Board discussed plans and intentions to include not just the interior but also the exterior. We are also considering changes to the grounds including updated landscaping. We will bring in quotes from sign companies to build an electronic message board. Plans were added to move the evening dropbox closer to the street making it more accessible for our patrons. One of the companies bidding on the work have taken steps necessary to provide expansion possibilities to our current building adding on more square footage.

VIII. Old Business:

- a. **Gratiot Property:** Board discussed feelings toward a lease agreement with Macomb Automotive. A vote was made by the board to not proceed with leasing any portion of our property. We will have our lawyer draw up a letter to Mr. Yoffee explaining our decision.

IX. Next Meeting: The next meeting is February 16th, 2018.

X. Adjournment: On a motion by Drake, seconded by Steward, the meeting adjourned at 7:25 PM

Submitted by:



Phino DeLeon, Secretary