

**Sherman Township
Library Board Meeting
Oct. 14, 2013**

The meeting of the Sherman Township Library Board was called to order at 6:30 p.m. by Pres. Shirley Thompson.

Board members:

Present: Shirley Thompson, Diane Benn, Carole Merwin, Anne Cook, Diana Moreau

Absent: None.

Agenda: Carole moved and Diana seconded the agenda be accepted as presented. Motion carried.

Public Comment: The hallway bulletin board is nicely done.

Minutes: Anne moved and Carole seconded the minutes be approved. Motion carried.

Director's Report: See the report on file. Two people attended the genealogy meeting. T.J. is researching available ancestry programs. Garden group will meet this Thursday evening and Needle craft group will meet next Thursday evening. Story time is gaining attendance. T.J. will attend a Mel Cat training in Lansing tomorrow.

Old Business: The Employee Manual will be retyped and mailed to the board for final approval at the next board meeting. T.J. and COA are coordinating book deliveries with those using Meals on Wheels.

New Business: Jamie and Diane will give Halloween treats and library bookmarks downtown 5 to 7:00 p.m. Halloween. Treats will also be available at the library. Staff will participate in "Christmas at the Library" – activities to be disclosed next month.

It was suggested T.J. hold quarterly staff meetings, create a newsletter to be available for library patrons, and keep the bulletin board informational and seasonal.

Last week the library was the organ donor site with 20 people participating including 3 new donors. Slow internet speed was discussed and Winn Tel will be contacted.

No Smoking signs for outside the library will coordinate with those at the township hall.

Carole moved and Diana seconded we pay the bills listed to be presented at the Sherman Township Board meeting – Winn Communications \$10. (internet service charge), Sherman Township \$150.00 (rent), Ingram Library Services \$874.29 (books), T.J. Smith \$405.35 (programs and training), DEMCO \$102.47 (office supplies), Brodart Co. \$197.04 (office supplies-plastic magazine and book jackets), Precision Data Products \$80.49 (office supplies), Precision Data Products \$80.49 (office supplies). Motion carried.

Diane moved and Carole seconded the library sign be painted cream with green lettering to improve its visibility.

Adjournment: Diana moved and Anne seconded the meeting be adjourned. Motion carried.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Diane Benn, Secretary
Sherman Township Library Board