

**Sherman Township  
Library Board Meeting  
May 9, 2016**

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, Mary Loomis

Absent: Diana Moreau and Anne Cook

**Agenda:** Carole moved and Anne seconded the agenda be accepted as presented. Motion carried unanimously.

**Public Comment:** none.

**Minutes:** Shirley moved and Diane seconded the minutes be accepted as presented. Motion carried unanimously.

**Director's Report:** See the report on file. 550 people attended the rural conference this May. The library will be showing the movie "Inside Out" at the community building the Saturday of Weidman days as a closure for the summer reading program. Popcorn is being donated.

Dolly Parton sponsors a book give away for children up to age 5. Books are mailed to participating children each month. Weidman qualifies for this program so the staff will be researching how to participate.

**Old Business:** T.J. will locate replacement parts for the broken name tags.

Library millage will be on the August 2<sup>nd</sup> ballot as an "increase" (because legally it has to be worded that way) although it is a renewal. This millage is for the same amount presently in place and is for 5 years.

**New Business:** Jenny quit last week. She was e mailed and asked to return her keys. Our Employee Handbook needs to develop an interview/exit policy to include retuning keys.

Magazines have been renewed, caller I.D. now shows on the phone, and faster internet is working well for patrons.

T.J. will provide an annual library budget summary for the Sherman Township board to help them prepare for their audit.

Carole moved and Mary seconded that we pay the time sheets and the bills listed to be presented at the Sherman Township board meeting: Sherman Township \$250.00 (building-rent), Frontier \$62.17 (building – phone), Motion Telecom \$14.57 (building – phone), Ingram Library Services \$1,073.02 (media-books), Penworthy \$405.40 (media- children's books), Popular Subscription Service \$481.25 (media-books- magazine renewals), Charter \$111.81 (media-internet), Baumann's \$3.99 (media- programming –water), Petty cash/T.J. Smith \$0 no expenses, T.J. Smith \$238.76 (staff-training-conference reimbursement). Motion carried unanimously.

**Adjournment:** Meeting adjourned 8:00 p.m.

Respectfully submitted,

Diane Benn, Secretary, Sherman Township Library Board