

**Sherman Township  
Library Board Meeting  
July 11, 2016**

Draft  
Approved

The meeting of the Sherman Township Library Board was called to order at 4:00 PM by Pres. Shirley Thompson.

**Board Members:**

Present: Shirley Thompson, Carole Merwin, Anne Cook, Diana Moreau and Mary Loomis

Absent: Diane Benn

**Motion to Approve Agenda:** Diana moved and Anne seconded the motion. Motion carried unanimously.

**Public Comment:** none

**Old Business:**

**Minutes:** Shirley moved and Mary seconded the minutes of June 13, 2016 be approved as presented. Motion carried unanimously.

**Millage Renewal:** Set for the August 2, 2016 vote. It is a renewal and discussion followed on the legal wording that may cause confusion.

**Library Fines and Fees:** Discussion followed on the possibility of eliminating some fees and the subsequent policy change.

**Library Collection/ Shed:** The possibility of inventorying materials in the storage shed was discussed, as well as the possibility of keeping magazine issues for a longer period.

**Weidman Days:** The bubbles were a hit; some activities seemed to have a lower turnout. The free movie had a later start because of other activities that went longer than scheduled.

**New Business:**

**Director's Report:** See report on file. The library computers are being upgraded to Windows 10. Shirley moved and Carole seconded a motion to pay TJ for this task (the upgrade) to be completed on a Monday. Motion carried unanimously. There is a MelCat refresher course offered in August and it was moved by Shirley and seconded by Carole to send both Jessi and Lilah. Motion carried unanimously. The summer reading and other programming schedules/activities were discussed. See the report for the latest circulation and library usage statistics. The hiring of a third clerk or page was discussed.

**Payment of Bills and Payroll:** Shirley moved and Diana seconded a motion to submit bills as listed and employee time sheets to the Sherman Township board to be paid: Sherman Township \$250 (building-rent), Frontier \$70.75 (building-phone), Ingram Library Services \$284.71 (media-books), Charter \$39.86 (media-internet), Midwest Collaborative for Library Services \$1,683.00 (media-memberships), Oriental Trading \$81.00 (media-programs) and Petty Cash/T.J. Smith \$68.38 (petty cash). Motion carried unanimously.

The next Sherman Township Library Board Meeting will be August 8, 2016. A policy workshop will be scheduled for September, 2016.

**Adjournment:** 5:00 PM

Respectfully submitted,

Carole Merwin  
Sherman Township Library Board