



Minutes of the Library Board Meeting, September 16, 2019

A Regular Meeting of the Board of Trustees of the Cadillac Wexford Public Library ("CWPL" or "Library"), commencing at 6:11 p.m. on September 16, 2019, was held at the new Mesick Library facility in Mesick, Michigan. Trustees present included Lee Jones, Linda Kimbel, Vicki Long, and Brian Valice. Trustee Kathleen Cline was absent as she had recently resigned as Trustee. Also attending the Regular Meeting were: Director Tracy Logan-Walker; CWPL employee Jayne Walker; Mesick Library Manager Debbie Stanton; and Wexford County Commissioner Ben Townsend. Attending as observers were Pastor Keith and Racheal Hoover and Gordon Kimbel of the Manton Library Fund Raising Board.

1. **Call to Order, Roll Call:** Chairman Brian Valice called the Meeting to order at 6:11 p.m.
2. **Additions to the Agenda:** *Trustee Linda Kimbel moved to approve the agenda of the September 16, 2019 Board Meeting. The Motion was duly seconded by Trustee Vicki Long and, with no further discussion, approved unanimously.*
3. **Minutes:** *Trustee Lee Jones moved to approve the Minutes of the August 19, 2019, Board Meeting and the Minutes of the September 3, 2019 Special Board Meeting. The Motion was duly seconded by Trustee Kimbel and, with no further discussion, approved unanimously.*
4. **Public Participation:** None.
5. **Communications:** None
6. **Director's Report:** Director Logan highlighted some of the statistics from the Summer Reading Program and mentioned some of the up-coming events to happen this fall. Trustee Kimbel mentioned some updates regarding the new Manton Library building and Commissioner Ben Townsend shared about the progress of the new Mesick Library building.
7. **Financial Reports/Current Bills:**
 - 7.1 Financial Reports/Current Bills: *Trustee Kimbel moved to approve the financial statements and the disbursements, as per the check detail report, for the month of August, 2019. The Motion was duly seconded by Trustee Long and, after no further discussion, approved unanimously.* Trustee Kimbel had questions in regard to the relationship between the Tustin Library and CWPL. Director Tracy Logan explained that Tustin is a "Contractual Branch" of CWPL.
8. **Old Business:**
 - 8.1 Friends of the Library ("FOL"): Trustee Long handed out the Agenda for the FOL September 17, 2019, meeting and highlighted some of the up-coming October events.

- 8.2 HVAC Update: Director Logan mentioned that Nealis Engineering have been to the Library twice for assessments and are making progress towards starting the bid process.
- 8.3 Rotary Grant: Director Logan shared that the final draft of the application for a grant towards the new roof would be submitted next Monday. Trustee Kimbel suggested that letters of support from the Board Members would be helpful and volunteered to make a template to share with the other Trustees. Trustee Kimbel also suggested that Director Logan ask for \$25,000 on the grant application. Discussion followed about other sources for grant funds including the City of Cadillac, Northwest Michigan Council of Governments and the Cadillac Area Community Foundation. Director Logan responded that she would look into those possibilities.
- 8.4 Penal Fine Information: At the recent Library Directors' Conference, Director Logan learned that the Michigan Library Association is working to stop the reduction of penal fines and push for transparency in reporting through legal means. Director Logan also shared what she had learned about millage requests and the Headlee Amendment formula, and that the Personal Property reimbursement from the State will be eliminated in the near future.

9. New Business

- 9.1 Restroom Doors: Director Logan informed the Board that she had received a formal comment form from a patron stating that the Library's restroom doors do not open wide enough to be wheelchair compliant. Director Logan investigated and found it to be true. She has received a quote from City Glass to replace the 2" door frames with 1" frames which will fix the problem. It was the consensus of the Board to proceed immediately with the project.
- 9.2 Potential Partnership with Health Department: Director Logan related that the Health Department has received a grant to distribute free condoms in hopes that they will help stop the spread of Sexually Transmitted Diseases (STDs) in Wexford County. The Health Department is asking CWPL's permission to put a supply of free condoms in the Library restrooms for patrons to take. After some discussion, it was the consensus of the Board to decline the offer. Director Logan said she would inform the Health Department of the Board's answer.
- 9.3 New Library Board Member: Chairman Brian Valice informed the Board that Trustee Kathleen Cline had submitted her resignation. Discussion followed regarding possible candidates to replace her.

10. Next Meeting: Monday, October 21, 2019 at 6 p.m. in Buckley.

11. Adjournment: There being no further business before the Board, a *Motion by Trustee Long to adjourn was duly seconded by Trustee Jones and, with no further discussion, approved unanimously.* The Regular Meeting was adjourned at 7:08 p.m.

Recorded by Jayne Walker