

Tri-Township Public Library
Board of Trustees Meeting
Regular Minutes
December 1, 2015

The meeting was called to order at 7:00 P.M.

Roll Call- Huck, Lanahan, Perrine, Robinson, Scheller, and Ashcraft. Absent: Elson.

Present from the public were David Cassens II (Director of the Tri-Township Public Library) and Norma Sidener (secretary assistant for the Board).

Input of Agenda Items- None

Norma Mendoza (Reporter for the Troy Times-Tribune) arrived at 7:02

Approval of Minutes-

- a) A motion was made by Scheller and seconded by Perrine to approve the June 2, 2015 regular meeting minutes.
 - a. Ayes: Huck, Lanahan, Perrine, Scheller, and Ashcraft. Absent: Elson; Abstain: Robinson.
- b) A motion was made by Scheller and seconded by Lanahan to approve the November 3, 2015 regular meeting minutes.
 - a. Ayes: Huck, Lanahan, Perrine, Robinson, and Scheller. Absent: Elson; Abstain: Ashcraft.

Treasurer's Report- We are on target, on budget, and receiving large quantities of tax money. We received a \$785 donation in memoriam of Tami Adelhardt, a Friends of the Library member who passed away.

Director's Report-

- The Per Capita grant is completed and only needs the official census added to it before submission.
- The Polar Express program is completely filled with 132 people signed up to attend.
- Our book checkouts are up & computer usage is consistent.

Maintenance-

- a) We received a \$1,850 invoice from Kone Elevator for maintenance regarding the door & cleaning.
 - a. A motion was made by Perrine and seconded by Scheller to pay the Kone Elevator invoice of \$1,850.

- i. Ayes: Huck, Lanahan, Perrine, Robinson, Scheller, and Ashcraft. Absent: Elson.
- b) Our annual elevator inspection will be occurring on Sunday, January 3rd and is \$795.

Communication- None

Old Business-

- a) Green Space- There is nothing major, just winterization and chair covers.
- b) Internet Bids- We received updated information regarding the internet contract we selected from ICN at the last meeting. There were additional fees and expenses regarding "permits and contingencies" disclosed after the board meeting as well as no contracts. It would simply be a month-to-month bill.
 - AT&T has contract breakage fees and can't guarantee rates after the contract. The installation is between \$4,760 and \$5,120 based on package selection. Increases are capable as needed. For 20 Mb
 - 36 month contract the bill would be \$315 with a \$5,120 installation fee.
 - 60 month contract the bill would be \$284 with a \$4,760 installation fee.
 - The Friends of the Library have offered to pay the installation fee upfront to avoid additional monthly charges.
 - Whisper is \$94.99 with 20 Mb download and 4 Mb upload. With setup fees ranging from free to \$300 based on package selection. It is all WiFi based.

New Business-

- a) Gale Courses invoice- 84 people have accumulated 25,412 minutes of class time in 640 courses. They offer free advertising that we intend to put out to increase the awareness of this resource.
 - a. A motion was made by Scheller and seconded by Lanahan to pay the Gale Courses invoice of \$3,333.
 - i. Ayes: Huck, Lanahan, Perrine, Robinson, Scheller, and Ashcraft. Absent: Elson.

Closed session- None

Announcements and Adjournment- 7:28