

**West Branch District Library  
Board of Trustees Meeting  
March 7, 2016**

Members Present: Kathy S., Sheldon J., Emily B., Sue S., Terry B., Andrew S., Roberta B., Bill J, Lesli K., Erma L. (filling in for Karen M.)  
Absent: Lou W.

Call to order made by Terry at 6:30 pm. No additions to agenda

**Minutes:** On file. Motion to approve minutes as read made by Sheldon, Sues supported. All in favor, motion carried.

**Public Comment:** None

**Treasurers Report:** On file. Revenues and expenditures are all in order and in budget. Kathy motioned to accept the treasurers report, Erma supported. All in favor, motion carried.

**Librarians Report:** On file. Sue congratulated the library staff for winning The WB Chamber of Commerce's Best Outstanding Business award for "Excellence". Everyone agreed it was quite an honor and the library staff is to be commended. Emily noted there are some library program changes- the "Appalachian Trail" program had to be cancelled. Rescheduling is undetermined at this time. February 25 the library had to close due to the bad weather. The info fair at the school is planned for March 15, 5:30 to 7:00 pm at Surline Middle School. The Ogemaw County Business Expo is April 7 and the Library will have a booth. A new computer has been purchased as per board approval last month. Jim Anderson, CPA has agreed to the contract for next year. There will be just a moderate increase due to the new requirements but the bill will not exceed \$3500.00 April 16 is the Wine and Art Walk from 5-9 PM. The Adult Reading Program will be held again in April.

**Old Business:** The Rural Library Conference is May 4-6 on Mackinac Island. Again, Andrew is presenting a program titled Getting "IT" Together, geared to technology for smaller libraries. Emily requested board approval for attendees: Lesli motioned to approve registration and accommodations for the 3 full time staff and any board members wishing to attend. Terry seconded. All in favor, motion supported. Emily reviewed with the board the Employee Manual edits. Erma motioned to approve the edits, Lesli seconded. All in favor, motion carried.

**New business:** Paul Olsen was to be present and was unable to attend. Basically he updated Emily on the increase in policies- they will be up 7% due to all the storm damage facilities had during past year. This is all across the board. Motion made by Terry to accept the Municipal Underwriters of Michigan bid, not to include the Terrorism policy, Bill supported, all in favor, motion carried. It was discussed as Emily would be out of town, all seems to be in order at this time, that there will be no April meeting held. If any issues come up Andrew will determine if board intervention is necessary.

Next meeting: Monday, May 2, 2016 at 6:30 p.m.

Meeting adjourned by Terry, seconded by Lesli at 7:05 p.m.