

**Fremont Area District Library
Board Of Trustees Regular Meeting
October 17, 2017**

Prior to the meeting Director Raymond Arnett administered the Oath Of Office to new board member Terry Hansen from Dayton Township.

I. Call To Order.

The meeting was called to order at 4:05 pm by President Lorna Hoppa.

Present: Lorna Hoppa, Marcia Eib, Darrell Lamos, Beverly Williams, Phil Tuls, Terry Hansen and Randy Puff.

Also Present: Raymond J. Arnett, FADL Director; Diane Bunce, Administrative Assistant.

II. Approval Of Agenda.

Motion by Beverly Williams and seconded by Phil Tuls that the Agenda be approved as printed. Motion carried.

III. Public Comment.

- A. General Public Comment-None.
- B. Friends Representative Report-None.

IV. Consent Agenda.

Motion by Marcia Eib and seconded by Darrell Lamos that the Consent Agenda be approved as printed. Motion carried.

V. Director's Report-October 2017.

Information only.

VI. Departmental Report.

None this month.

VII. Board Education.

None this month.

VIII. Financial Report.

Motion by Randy Puff and seconded by Darrell Lamos that the Financial Report be accepted as printed subject to audit. Motion carried.

IX. Questions From The Board.

Lorna Hoppa inquired which fund would need to be used to pay for the cost of the Director Search and how to obtain those funds. Ray stated that a request needs to be made to the Fremont Area Community Foundation for those funds. Funds that would be obtained from the Flex Fund would need Board action.

X. Old Business.

A. Friends of FADL/Library Cooperative Agreement-Information only.

B. Strategic Planning 2017-2020 Next Steps

Tabled until a new director is hired.

C. TFACF Grant Proposal-Non-Profit Resource Center 2018

Summer Reading Grant Proposal has also not been submitted. Submission for both needs to be done by February 1, 2018.

D. Library Director Search.

1. Personnel Committee Report.

Ten applications were received. After careful consideration five applicants were chosen to be interviewed.

Motion by Lorna Hoppa and seconded by Darrell Lamos that Special Board Meetings be held Tuesday, October 24, 2017 at 2:00 pm and Thursday, October 26, 2017 at 2:00 pm to interview applicants for the position of Interim Director. Randy Puff will moderate said meetings. Motion carried.

2. Overall Timeline-Draft From Bradbury Miller Associates.

Information only.

3. Interim Director.

i. Interim Director Draft Job Description

Motion by Randy Puff and seconded by Beverly Williams that the Interim Director Draft Job Description be accepted. Motion carried.

ii. Interim Director Agreement Final Draft.

Motion by Randy Puff and seconded by Marcia Eib that the Interim Director Agreement Final Draft be accepted as printed. Motion carried.

4. Update From Bradbury Associates Search Firm

Information only.

5. Miscellaneous Transition Items For Director.

i. Motion by Randy Puff and seconded by Phil Tuls that Raymond Arnett may continue to use the cell phone and tablet owned by the library until a time determined by the board. Fees connected to the use of the cell phone and tablet and the cost of shipping them back to the library will be paid for by the library. Motion carried.

ii. Motion by Randy Puff and seconded by Beverly Williams that Raymond Arnett may keep copies of the following books:

Books from Non-Profit Workshops
Books from Muslim Journeys
Books from Newaygo County Reads
Books from Michigan Reads
The Servant

Motion carried.

XI. New Business.

A. Christmas Holiday – Tabled until November meeting.

B. Blue Cross Rebate 2016-17

Motion by Randy Puff and seconded by Beverly Williams that 50% of received rebate be paid to staff based on employee co-pays. Motion carried.

C. Banking Signature Changes.

Motion by Marcia Eib and seconded by Beverly Williams that Raymond Arnett be removed as a signatory and Randy Puff will be added. Motion carried with Randy Puff abstaining.

D. White Cloud Library-Resolution 2017-04.

Tabled until instructions are received from our lawyer.

E. Audit Services For 2017.

Ray will get a quote from H&S Companies and forward it to Marcia.

XII. Public Comment.

None.

XIII. Adjournment.

President Lorna Hoppa adjourned the meeting at 5:23 pm.

The next regular meeting will be held November 21, 2017 at 4:00 pm.

Special Meeting will be held Monday, October 23, 2017 at 4:00 pm.

Special Meeting will be held Tuesday, October 24, 2017 at 2:00 pm.

Special Meeting will be held Thursday, October 26, 2017 at 2:00 pm.