

Approved Minutes
September 20, 2016
5:33PM - 6:54PM
Tecumseh District Library

The September meeting of the Tecumseh District Library Board was called to order at 5:33PM by President Carolyn Feldkamp. Roll call was taken. Trustees present were Carolyn Feldkamp, Deb Lawson, Stan Legenc, Matt Linke, Jane Poczatek, Judy Prater, and Carma Roesch. Also present was Library Director Gayle Hazelbaker.

Approval of the Agenda - Stan Legenc motioned to approve the agenda and Deb Lawson seconded. It passed.

Public Comment Re: Agenda Items: none

Minutes from the August 16, 2016 Meeting: (see attached) Motion: Matt Linke moved to accept the agenda with changes. Jane Poczatek seconded. It passed.

Treasurer's Report (see attached) Motion: Stan Legenc moved to accept the Treasurer's Report. The motion was seconded by Judy Prater and it passed.

Consent Agenda: (see attached) Motion: Committee reports. Jane Poczatek moved to accept the Consent Agenda. The motion was seconded by Deb Lawson and it passed.

Friends Report (informational): As of September, they have a \$8055.35 balance. There should be an upcoming article in *The Tecumseh Herald* about the Friends and the new space in the library. Working on some more activities. \$550 was made at the book sale. Only a one day sale in October at Appleumkin.

Director's Report: (see attached): Some discussion about the phone for the lower level renovation. Brief discussion about meeting the goals of the renovation. New fall foliage looks very nice.

Old Business: Naming of meeting rooms in the lower level was discussed. Many suggestions were discussed and a process for naming rooms was discussed. Naming of the rooms would not be a forever name, but would be able to change in time.

Upcoming Open House to showcase the lower level renovation. November 20, 2016, from 2-4PM, the TDL will be hosting an open house. This will be open to all community members and organizations. Brief discussion of who would also receive additional invitations.

Overtime Rule - change in the Federal Labor Law states that those salaried employees who make below a certain salary, they would need to be additionally compensated for more than 40 hours per week. This new rule will take effect beginning on December 1, 2016. Four TDL employees would be affected by this new rule. A decision will need to be made regarding this

new rule and these four employees before November. More discussion will happen in October to meet a final decision regarding this issue. Gayle is going to discuss this with the staff who will be affected. The board committee and Gayle will have a draft proposal written for the October meeting.

New Business: Personal and Internet Policies - Gayle has reviewed them and at this time no changes are needed.

Policy C-01 - additional language in policy to include language that children are linked to their parents' library cards to prove clear of obligation status. Language updated to read cardholder copies are \$.10. Jane Poczatek and Stan Legenc seconded. It passed.

Board Retreat - a morning board session in December. Focus on the library board's vision statements. Exec. Board will work out the final details. Retreat will be December 3, 2016.

Public Comment Re: Non-Agenda Items: none

Big Topic - For next month, the board is asked to review the Board Ethics video from the ALA site.

Adjourned at 6:54PM

Next meeting will be October 18, 2016 at 5:30 PM.

Respectfully submitted,

Carma Roesch

Approved October 18, 2016