

Algoma Public Library  
Board of Trustees Meeting Minutes  
February 15, 2016

**Members Present:** Director Amanda Burns  
James Barlow  
Pat Cichon  
Diana McAninch  
Nancy Kratz  
Carolyn Wolske  
Julia Lasecki

**Members Excused:** Ann Schoenborn

The February 15, 2016 meeting of the Board of Trustees of the Algoma Public Library was called to order by Vice President, Nancy Kratz, at 4:00pm. A motion to approve the agenda was made by Diana McAninch, seconded by Carolyn Wolske, motion carried. There was no public input. A motion to approve the minutes of the January 18, 2016 meeting of the Board of Trustees of the Algoma Public Library was made by Pat Cichon, seconded by Diana McAninch, motion carried.

**FRIENDS OF THE LIBRARY REPORT:** Pat Cichon reported that the Friends are looking at new fundraising ideas so they can continue to support the library in both programming and general support.

**DIRECTOR'S REPORT:** Amanda Burns reported that there was a mouse problem due to open food being stored in the storage closet. All food is now in closed containers and traps were put out. One mouse was caught. No mice have been seen since then and no traces of them have been found. Traps continue to be left out as a precaution.

The library is working on a weeding project to help update the collection. This is an extensive project and will take a fair amount of time. We hope to complete the project by August.

There was some discussion on the procedure for closing due to winter storms. Amanda reported that our current policy does not have a very clear way of communicating a closure. This will be looked into.

**TREASURER'S REPORT:** Amanda presented the revenues and disbursements to the Library Board.

**LIBRARY BILLS:** A motion to approve the February 2016 expenditures was made by James Barlow, seconded by Carolyn Wolske, motion carried.

**OLD BUSINESS:** Amanda updated the board on the status of the new Microfilm Machine and was excited to announce that the machine would be installed on Wednesday, February 17, 2016.

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**NEW BUSINESS:** Amanda presented a new Holiday Pay Policy to the board. The current policy was not inclusive to all staff positions. There was discussion over the new policy and a change was made to remove Good Friday as a holiday and put a personal day in place. A motion to approve the new policy with the change was made by James Barlow, seconded by Julia Lasecki, motion carried.

Amanda presented the board with a possible new Fee Schedule for printing and copying to get feedback from the board. Feedback was given and Amanda will take it into consideration before making any changes.

The Annual Report for the State was completed by Amanda and submitted to the Library Board for approval. A motion was made by James Barlow, seconded by Carolyn Wolske, motion carried.

**ADJORN:** A motion to adjourn was made by James Barlow, seconded by Diana McAninch, motion carried. Meeting adjourned at 4:50pm. The next meeting of the Algoma Public Library Board of Trustees will be Monday, March 21, 2016 at 4:00pm in the Library Meeting Room.

Minutes Recorded by Julia Lasecki  
Minutes Written by Amanda Burns  
Algoma Public Library Board of Trustees  
February 18, 2016