

1 Goodland Township Library Board
2 November 14, 2013
3

4 Present: Daniel Fifield, Gail Bissett, Janie Lupo, Mary Weemaes
5 Absent: Vicki Marr
6 Others: Carol Kirchoff, Betty Burton
7

8 Vice-Chair Fifield called the meeting to order at 7:00 p.m.
9

10 Agenda

11 Motion by Lupo, seconded by Weemaes, to accept the Agenda as presented.

12 **MOTION CARRIED.**
13

14 Minutes

15 Motion by Fifield, seconded by Lupo, to approve the minutes of October 24, 2013 as
16 presented.

17 **MOTION CARRIED.**
18

19 Public Time—the Board received questions about Board Membership.
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21 Director's Report—Kirchoff presented copies of suggested Computer/Internet Use
22 Policy, Code of Conduct Policy, and an Unattended Children Policy for the Board to
23 review. She also presented the Board with a report of the Library activities.

24 Motion by Weemaes, seconded by Bissett, to approve the cost (\$92.30) to print & include
25 a single page flyer about the library's offerings with the December tax bills.

26 **MOTION CARRIED.**
27

28 Old Business

29 Bills—Kirchoff & Weemaes submitted their time cards.

30 Motion by Bissett, seconded by Weemaes, to approve the payment of the above bills.

31 **MOTION CARRIED, with a roll call vote: Lupo, yes; Fifield, yes; Bissett, yes; and
32 Weemaes, abstained due to one of the bills being hers.**
33

34 Librarian Job Description & Job Posting—it was the consensus of the Board to place the
35 posting on the MichL-bell website. This is a free website that is accessible to Libraries
36 and Librarians. The resumes should be sent to the Township Hall. It was the consensus
37 of the Board that Lupo & Marr (Fifield, if Marr declines as she was absent) will interview
38 candidates. They will then bring their recommendation to the full Library Board for a
39 final recommendation to the Township Board for hiring.
40

41 Lease Agreement—waiting for a final draft from the Township Board.

42 Library Sign—Julie Fifield is working on lettering for the new sign. Kirchoff is also
43 looking into the blue/white, pictograph signs that MDOT/LCRC place along the
44 roadsides, which indicate a Library.
45
46

1 New Business

2 2014 Meeting Schedule—it was the consensus of the Board members present to meet on
3 the 4th Thursday of each month, beginning in January 2014, at 7:00 p.m.

4 Thanksgiving Hours—it was the consensus of the Board to close the Library from Wed,
5 November 27 through Sunday, November 24, 2013.

6 Holidays Closure—the Library will be closed Wednesday, December 25 & January 1,
7 2014.

8 Grand Opening—it was agreed to target Saturday, February 8, 2014 for the Grand
9 Opening Ceremonies. Need to begin an invitation list.

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11 The next meeting is Thursday, December 12, 2014.

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13 Meeting adjourned at 8:42 p.m.

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15 These minutes are correct to the best of my knowledge.

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Daniel Fifield, Vice-Chair

Janie Lupo, Secretary