

**Minutes of the regular meeting of the Charles A. Ransom District Library
Board of Trustees – January 21, 2014**

Meeting was called to order by President Asselmeier at 7:05 p.m.

Members Present: Asselmeier, Klein, Parsons, Haan, Vance, Klade

Members Absent: Gelbaugh, Keeney

Director Bell Moore

Assistant Director: Gross

Public: Phil Caruso, Representing the Friends

Special Agenda Items: No Items

Minutes: Minutes of the November 19, 2014 meeting were reviewed.

Motion: Vance/ Klade to approve as written. Carried

Financial Report: Report was reviewed Y-T-D 27% of budgeted income has been received and 50% of budgeted expenditures has been spent. A mid year review of expense will be complete.

President's Report: Update on visits to the Gun Plain Twp. Board Meeting and the Plainwell City Council Meeting.

Director's Report: Written

Committee Reports:

Budget-no report

Building and Grounds: Snowplowing going well

Endowment: no report

Personnel- Parsons is working on draft policy on bonuses

Public Relations- Vance has had contact with papers for articles on Library

Comments from Public: Received Annual Report from the Friends

Continued Business: Discussion on future plans for millage election.

New Business:

Staff bonus issue: After discussion a motion Haan/Parsons to give Joe Gross a one time bonus based on 4% of his salary in recognition of his job performance this past year. Roll call vote: Klein yes, Parsons yes, Vance yes, Klade yes, Haan yes, Asselmeier yes. Carried.

Campaign Committee: The Board discussed a list of possible citizens to form a campaign committee. President Asselmeier will contact the people suggested by Board members.

Circulation Policy- First reading of the proposed changes in the policy.

Audit Report: The Board reviewed the Audit prepared by Sigfield and Crandall. Motion Parsons/Klein was made to accept the report with the acknowledgement of the statement on internal controls. Roll call

Vance yes, Klade yes, Haan yes, Klein yes, Parsons yes, Asselmeier yes. Carried.

Meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Connie Haan

Secretary