

**Hillsdale Community Library Board of Trustees
Meeting Minutes for January 11, 2018**

Meeting called to order by President Mark Maier

Roll Call: Director Mary Hill, Mark Maier, Darryl Hart, Melissa Holm and Rickie Freeman

Absent: Jean Nolan

Guests: City Manager, David Mackie; Bonnie Tew, city treasurer; Scott Keiser, BPU

Approval of the agenda: Agenda was amended with old business of technology moved forward to allow our visitors to speak first.

Approval of the Board Minutes of the November 9, 2017 meeting: A correction was made to the minutes. The reference to "Nonik" should have been "Doberman." Corrected minutes were approved.

Old Business (technology):

Our guests spoke about technology for the city and provided us with an update on their plans. The city is leaving Doberman and moving to Sonit. The library is going to move with them. This will be more efficient and cost effective. The current servers at the BPU keep going down and access by our community to assist with problems has been limited. The plan is to replace the outdated server with a new one and a backup and to add another server next year. The city, the BPU and the library would share the costs. At present this looks like about \$20,000 each. We will also need new switches, a new Wi-Fi and a printer, which would be additional costs. Mary said the overall cost for IT services would still be less than our current charges and would provide a better system and coverage. Bonnie assured us that, with the funds from the trusts and money we had saved from last year, our budget looked healthy enough to cover the proposed changes.

Melissa moved that we amend our previous proposal to leave Doberman and move to SabreTech to leaving Doberman and moving to Sonit. Darryl seconded and the motion carried. Darryl moved that our payment for services from Sonit not exceed \$20,000.00. Melissa seconded and the motion carried. Melissa moved and Darryl seconded that we accept Sonit's quote of \$13,341.07 for the new switches, Wi-Fi with Firewall and printer. Motion carried. The city manager gave kudos to Mary for her active and productive participation with the city and our visitors left.

Reports:

Library Statistics:

Checkouts are down somewhat but our programs are increasing in attendance. The afterschool program is bulging and the children's programs are well-received.

Financial:

We received \$23,000.00 from the Kalder Trust which could be put toward our new technology. We also have the funds that were replaced in the book budget by the money from the McVicker Trust. Melissa moved that the funds from the Kalder Trust and the redirected funds be earmarked for our technology bill. Darryl seconded and the motion passed.

Communications:

There were none.

Director's Report:

During the Christmas season we received \$2,400.00 in donations. Mary spent about \$500.00 on large print books and is looking at a grant for the purchase of audio books. The new soft seating area has been set up and well-received as has the revamping of the children's area.

Old Business

The ISD is waiting on the report from the fire marshal to go forward with their plans at the library. The website is up and all of the staff have received training.

We came back to the topic of leaving the Woodlands Cooperative. Darryl moved that we leave the Woodlands Library Cooperative effective September 30 and join the Southwest Michigan Library Cooperative. Melissa seconded. The vote was as follows: Darryl Hart- aye; Melissa Holm- aye; Mark Maier- aye; Rickie Freeman – aye; Jean Nolan- absent. Mark and Rickie signed the necessary paperwork.

New Business:

Mary is applying for E-Rate, a government program that reimburses libraries and schools for internet fees. Mary wants to use money from the penny fund to buy nice used chairs for the soft seating area. We discussed possibly scheduling meetings every other month but tabled any changes until checking our by-laws. It was suggested that our by-laws should probably be looked at to see if they need updating.

Board Comments: None

Adjournment: adjourned at 8:12

Next meeting: February 8

Respectfully submitted by Rickie Freeman