

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, August 27, 2019 7:00 p.m.

Members Present: Keef, Clemens, McMunn, Weeks and Gramlich. Also present, Director Hatch and Jeanne Brown to record the minutes. Trustee Harris was absent.

1. **Call to Order:** President Keef called the meeting to order at 7:01.
2. **Consent Agenda:** Weeks moved to approve the Consent Agenda, McMunn seconded. Motion carried.
3. **Approval of Agenda:** Weeks moved to approve the Agenda, as amended, Clemens seconded. Motion carried.
4. **Call to the Public:** None
5. **Unfinished Business:**
 - 5.1. Local Community Stabilization Act funding: Director Hatch requested this item be tabled while she continues to research pricing for wish list items. Director Hatch answered questions regarding landscaping and lighting. Director Hatch mentioned two end of range computers have been replaced.
 - 5.2. Millage Renewal 2020: Director Hatch shared a conversation with Anne Seuryneck of Foster Swift. Discussion regarding millage date and language. Also discussed a millage committee.
 - 5.3. Facility and Grounds Improvements: Director Hatch presented a quote from Brien's Services for the replacement of hedges and provided information regarding the quote. Clemens moved to approve quote from Brien's Services for hedge replacement in the amount of \$1,357.00, Gramlich seconded. Motion carried.
6. **New Business:**
 - 6.1. 2020 Budget: Discussion regarding the budget. Clemens moved to approve 2020 Budget as presented, Weeks seconded. Motion carried.
 - 6.2. Penal Fine and State Aid Payments: Director Hatch provided information regarding payments received for Penal fines and State Aid. Director Hatch also mentioned an issue may be resolved regarding receipt of state aid payments and the Township.

- 6.3. Budget Adjustment #6: Discussion regarding the budget adjustment. Weeks moved to approve budget adjustment #6 as presented, Gramlich seconded. Motion carried.
- 6.4. Open Forum: Director Hatch shared an RFP for trash removal will be presented at the next meeting, and will be advertised following her vacation. Weeks and Clemens both mentioned receiving emails regarding interest in serving on the Library Board. Director Hatch shared the migration to VOIP for the phone system went well. Director Hatch received reports that the calls are clearer and explained the advances with the migration. Director Hatch also explained the rewiring for the FAX machine is scheduled for Thursday. Clemens suggested adding a shelf or table for personal items in the women's restroom.
- 6.5. New Chairs at Check Out: Director Hatch explained the issue with the chairs at Circulation and presented costs for replacement of two chairs. Weeks moved to approve chair replacements, McMunn seconded. Motion carried.

7. Communications:

- 7.1. YMCA Campers, Letters of Apology: Director Hatch shared the letters from YMCA campers, and mentioned communication with the YMCA staff.

- 8. Adjournment:** Clemens moved to adjourn, Gramlich seconded. Motion carried. Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Marianne McMunn
Secretary