

**MILFORD TOWNSHIP LIBRARY BOARD**  
**Minutes of Special Meeting**  
**Friday, December 20, 2019 8:30 a.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 8:33.
2. **Approval of Agenda:** Clemens moved to approve the Agenda, McMunn seconded. Motion carried.
3. **Call to the Public:** None
4. **Unfinished Business:**
  - 4.1. Village of Milford, Request for Easement (Peters Road Construction): Director Hatch provided information regarding current snow removal contract. Weeks moved to approve Easement Request with provision the Village continues to maintain sidewalk on Peters Road, Gramlich seconded. Motion carried.
5. **New Business:**
  - 5.1. Repairs to “Kids Window” and Drywall Around Staff Entrance: Director Hatch provided information and a recommendation to repair areas mentioned. McMunn moved to approved repairs to “Kids Window” area and staff entrance, Weeks seconded. Motion carried.
  - 5.2. Open Forum: None
  - 5.3. Lounge Furniture Repair: Director Hatch provided fabric samples for Lounge furniture repair. Discussion regarding samples, decision made with two fabrics and two different groups of chairs. Gramlich moved to approve Lounge Furniture repairs with chosen fabrics from LDA, Weeks seconded. Motion carried.
6. **Communications:**
  - 6.1. None.
7. **Adjournment:** Clemens moved to adjourn, McMunn seconded. Motion carried. Meeting adjourned at 9:08 a.m.

Respectfully submitted,

Marianne McMunn  
Secretary