

MILFORD TOWNSHIP LIBRARY BOARD
Minutes of Regular Meeting
Tuesday, January 28, 2020 7:00 p.m.

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

1. **Call to Order:** President Keef called the meeting to order at 7:00.
2. **Consent Agenda:** Harris moved to approve the Consent Agenda, Clemens seconded. Motion carried.
3. **Approval of Agenda:** Clemens moved to approve the Agenda, as amended, Weeks seconded. Motion carried.
4. **Call to the Public:** None
5. **Unfinished Business:**
 - 5.1. Millage Renewal 2020: Director Hatch shared info about updates to Millage Renewal. Clemens moved to approve the new Millage Ballot proposal, Harris seconded. Motion carried.
6. **New Business:**
 - 6.1. Annual Meeting
 - 6.1.1. Election of Officers: Weeks moved to retain the current slate of Officers, Gramlich seconded. Motion carried.

President – Janet Keef
Vice President – Barbara Harris
Treasurer – Judy Clemens
Secretary – Marianne McMunn
 - 6.1.2. Schedule of Meetings: Clemens moved to approve the Schedule of meetings for 2020 as presented, Gramlich seconded. Motion carried.
 - 6.1.3. Schedule of Closed Dates 2020: Director Hatch presented the schedule of closed dates for 2020, as previously approved.
 - 6.1.4. Annual Report: Director Hatch shared the annual report.
 - 6.2. Budget Adjustment #8 2019: Director Hatch explained adjustments. Clemens moved to approve budget adjustment #8 of 2019, Harris seconded. Motion carried.

- 6.3. DIA Collaborative Project: Director Hatch presented Karen Dobson's proposal. Board discussed and approved moving forward.
- 6.4. Consideration of New Room Reservation and Event Service: Director Hatch presented a memo and other information regarding our current system issues. Director Hatch shared evaluation of other resources and recommended a trial of Assabet Interactive. Following the trial and staff approval Director Hatch recommended moving forward with Assabet Interactive. Weeks moved to approve purchase of Assabet Interactive providing trial goes well, Clemens seconded. Motion carried.
- 6.5. Open Forum: Discussion regarding wage increase for Director Hatch. Harris moved to approve 3% increase for Director Hatch, effective as of 1/1/2020, Gramlich seconded. Motion carried.

7. Communications:

- 7.1. Bredernitz, Wagner, Audit Engagement Letter, January 2020:
Director Hatch shared engagement letter from auditor.

- 8. Adjournment:** Weeks moved to adjourn, Gramlich seconded. Motion carried. Meeting adjourned at 7:48 p.m.

Respectfully submitted,

Barbara Harris
Acting Secretary