

*Timothy C. Hauenstein Reynolds Township Library
Board Minutes
June 15, 2017*

*Meeting was called to order at 7:05pm by Chairman Stevens.
Members Present – Thomas Ward, Marjorie Morgan,
Rich Stevens, Mary Ann Wilson, Paul Rehfus*

Member Absent – Brandy Antor

*Others present – Library Director, Janice Williams and Vicki Paulen
President of Friends of the Library*

*Marjorie Morgan led discussion regarding Library Bi-Laws, job descriptions,
qualifications, salaries, staff list.*

*Motion by P. Rehfus, seconded by M. Wilson to approve the agenda.
Carried 5-0.*

*Motion by M. Morgan, seconded by T. Ward to approve the minutes of
May 2017 meeting. Carried 5-0..*

Treasurer's Report

*Motion by M. Wilson, seconded by T. Ward to approve payment of checks
7825 – 7868 in the amount of \$20,497.17. Carried 4-1.*

There were no public comments nor concerns

*Friend's Report – Vicki Paulen advised that there will not be a Garden Tour
this summer. There will be a Used Book Sale during Townwide Yard Sales.
\$1.00 per bag of books as well as cookies for sale. She also shared
information on Bicycles for checkout.*

Library Director's Report

*Checkins of 2,887 checkouts 3,144
3,504 patrons using the library (average 146 per day)
26 patrons (average) using internet daily
33 new patrons added
316 new items added
237 Inter-Library items loaned out
351 Inter-Library items loaned in*

Melcat Statewide Delivery 14 loaned out, 7 loaned in

*No new accounts were sent to Unique Management Services, Inc.
2 returned items along with \$26.85 in fees and \$35.70 in fines*

Youth Services

Summer Reading Program is nearly ready. There was a movie shown at the Depot on June 9th.

Cheryl attended a local Girl Scout Troop meeting to discuss library rules and functions.

1000 Books Before Kindergarten has started. Over 300 children are signed up.

A full copy of the Director's Report is attached.

Old Business

RFP Policy tabled

Marjorie Morgan will be working on RFP Policy.

The board will be reviewing job descriptions for Director & Staff.

New Business.

July Board meeting re-scheduled for July 27th.

Motion by T. Ward, seconded by P. Rehfus to proceed with a WiFi hotspot program to be offered to patrons. The annual fee will cost \$600 for the library. Carried-5-0.

*Motion by M. Wilson, seconded by P. Rehfus, to adjourn, 7:47pm
Carried 5-0.*

*Next meeting Thursday July 27, 2017 at 7:00pm at
Timothy C. Hauenstein Reynolds Township Library.*

Respectfully Submitted,

*Mary Ann Wilson
Reporting Secretary*