

Goodland Township Library

Special Board Meeting with Goodland Township Board

Monday, March 30, 2015 at 7pm

Present: Dan Fifield, Mary Weemaes, Judy Walton, Janie Lupo

Absent: Vicki Marr, Gail Bissett

Others: Denise Hooks, Irene Bancroft, Goodland Township Board Members, Township lawyer

Object of meeting: To discuss role and policy of Library Board and Township Board

Call To Order: 7:04pm

Library Chair, Dan Fifield, discussed the role of note taker during library meetings. Amy Nolin, former recording secretary, has turned the responsibility over to Library Board Secretary, Janie Lupo.

Chair Fifield discussed the question as to the role the township plays in determining the finances of the library.

Township lawyer was asked to define the difference between a district library and a township library.

- Denise Hooks from the Mideastern Michigan Library Cooperative discussed the requirements of a township library and the initial meeting held between former librarian, Carol Kirchoff, former chairman Dr. Bruce Rubenstein, Township Clerk Mavis Roy, and Township Supervisor, Ron Cischke.

Library board member, Judy Walton, discussed the financial decision of the library. The focus was on how much money the library has to work with and how much is left in the endowment fund from Marie Tucker Dahn.

Library Board Secretary, Janie Lupo, discussed the need of the board to take and keep their own notes.

Township board members Mavis Roy, Ron Cischke, and Amy Nolin stated that there was no issue with Amy stepping down from her role as the recording secretary for the library. The lawyer stated that it did not matter who was taking notes, as long as someone was recording what was being said.

The library budget was briefly discussed. The library board and director will work with Irene Bancroft at the Mideastern Michigan Library Cooperative to work out an effective budget for 2015-2016 fiscal year.

The lawyer specified that the township controls the funds and the library board determines the budget.

Amy Nolin discussed upcoming budget hearing. Irene Bancroft stated that there are different requirements for the library, per the state. All questions will be answered before the budget hearing date.

The library director is responsible for all paperwork sent to the state and to report to the board. A copy of the audit needs to be sent to the Library of Michigan for their records.

Township Board member, Ron Cischke, asked about what to do if the library mileage does not pass. Irene Bancroft discussed the need to have a contingency fund to help keep the library running until a mileage or other financial funding is secured to run the library.

Library board member, Judy Walton, asked about the library's mail. A mail box is available, but needs to be installed at the driveway entrance. All mail addressed to 2374 N. Van Dyke is opened by Township Clerk, Mavis Roy. Mail addressed to 2370 N. Van Dyke should be put in the library's mailbox.

The question of bill paying was discussed. According to the Township board, all repetitive bills under \$500.00 is opened and paid by Township without library approval. This refers to utility bills only.

Both board agreed on the necessity of meeting jointly at least once a year.

Affidavits for board member election need to be completed and submitted to Township by May 2016.

Denise Hooks discussed the Cooperative's millage training session to be held January or February 2016 at Flint Public Library.

Meeting adjourned: 8:20pm