

Regular Meeting of the White Lake Township Library Board of Trustees

Held at White Lake Township Library on the 25th day of April 2018 at 6:45 pm

Call to Order – Meeting called to order by Glenn Rossow at 6:45 pm

Roll Call – President Glenn Rossow, Secretary Richard McGlew, Treasurer Joseph Fennell, Trustee Karen Birkholz, and Trustee David Varadian present. Vice President Jennifer Schulz arrived at 7:18 p.m.

Approval of the Agenda – Motion to approve the agenda made by David Varadian and seconded by Joseph Fennell. Motion carried. (4 yes votes)

Public Comments – None

Approval of the Minutes – Motion to approve the March 28, 2018 regular meeting minutes as presented made by Richard McGlew and seconded by David Varadian. Motion carried. (4 yes votes)

Library Building Committee Report

- Project Timeline, Status, and Next Actions – Reviewed status. Groundbreaking tentatively set for May 2 at 10 a.m.

Officer Reports

- President's Report – None
- Vice President's Report – None
- Secretary's Report – None
- Treasurer's Report – Treasurer Fennell presented the bills.

Motion to pay the April bills as presented, made by Joseph Fennell and seconded by Karen Birkholz. Motion carried. (4 yes votes)

Motion to transfer \$150,000 from Flagstar to PNC made by Joseph Fennell and seconded by David Varadian.

Library Director's Report – Presented by Denise Stefanick.

Motion to approve the \$12,285 MMRMA policy for Builders Risk Insurance made by David Varadian and seconded by Karen Birkholz. Motion carried. (4 yes votes)

New Business

- Millage Renewal Language

Motion to approve the ballot language as presented, with correction to the applicable period to be 2018 to 2025, inclusive made by Jennifer Schulz and seconded by Karen Birkholz. Motion carried. (5 yes votes)

- Builder's Risk Insurance – Pulled forward to Library Building Committee report and already discussed.
- McCarthy & Smith Contract - Discussed

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- **2017 Budget Adjustment**

Motion to align the 2017 actual expenses, for any item over budget, to become the budget for 2017 made by Joseph Fennell and seconded by David Varadian. Motion carried. (5 yes votes)

Old Business

- **ADA Request for Accommodation** – Discussed
- **Building expense approval authorization levels** – Discussed

Motion to approve expense authorization levels as follows: \$1.00 to \$15,001.00 requires approval by one building committee member or by the Library Director. \$15,002.00 to \$30,001.00 requires approval by two building committed members or approval by one building committee member and the Library Director. Over \$30,002.00 requires board approval. Motion made by Richard McGlew and seconded by David Varadian. Motion carried. (5 yes votes)

Adjournment

Motion to adjourn the meeting made by Richard McGlew and second by Joseph Fennell. Motion carried. (5 yes votes)

Meeting adjourned at 8:12 pm.

The next Regular Meeting of the White Lake Township Library Board of Trustees is scheduled for Wednesday, May 23, 2018 in the lower level meeting room at 6:45 pm.

Minutes prepared by Richard McGlew, Secretary