

Bridgman Public Library  
Board Minutes  
July 25, 2017 8:30 A.M.

**Call to Order:** 8:33 A.M.

**Present:** Board Members: Crocker, Hill, Huff, Janoskey, John, Kuypers, Siewert and Wilk. Noll, excused.

**Staff:** Evans, Gast

**Agenda Revisions:** None.

**Guests:** Michelle Nicely, Western Michigan University student.

**Public Comment:** None.

**Friends of the Library:** Judith Ray reported that the Book Sale was successful, with 338 visitors and over 2,000 items sold. In October, the Friends will sponsor the Harvest Moon Country Dance, which will be held at the Beach House and feature country music. In November, they will partner with the Library to do another writing contest for high schoolers. This time participants will have the opportunity to have their work reviewed prior to submitting a final draft. Committees composed of Friends Members and Library Staff will provide the judging, as well as the reviews.

**Committee Updates: Personnel and Policy:** Janoskey reported that after a review of the procedures for the annual Director's Performance Evaluation, the decision has been made to no longer edit Board Member's comments. In addition, the Committee reviewed the BPL Discrimination Policy, making no changes. The Employee Handbook was also reviewed, with the Committee recommending that sick days for full-time Library personnel be granted at the Director's discretion.

**Lake Township Report:** Wilk reported on Lake Charter Township's July 18<sup>th</sup> Meeting.

**Director's Report:** Evans reported that members of the Library staff participated in two outreach events over the weekend, 'Building Bridgman' and 'Celebrate Chikaming', interacting with roughly 100 community members.

**Approval of Minutes:** Siewert made the motions to approve the Minutes from both the Budget Hearing and the regular June Board Meeting, second by Crocker. Motions carried.

**Treasurer's Report:** John reviewed the details of the Treasurer's Report.

**Discussion Items: Strategic Planning:** Evans reported that the process is moving forward, with a new Committee in place to actually plan the process. The Committee's first meeting with the Consultant is scheduled for Wednesday, July 26<sup>th</sup>. **Director's Evaluation:** Janoskey reported that evaluations should be returned by Saturday, August 19<sup>th</sup>.

**Action Items: Approve Bills:** Crocker made the motion to pay the bills in the amount of \$28,112.66, second by Huff. Motion carried.

**Communication and Correspondence:** Evans mentioned a recent email she received from City Manager, Juan Ganum, regarding a reading kiosk located on a beach in France. The construction of a similar kiosk at Weko Beach is being considered.

**For the Good of the Library/Board Training:** Hill reported that he completed a Library Journal Survey on the Library Board's behalf. John mentioned a comment made by the Strategic Planning Consultant regarding the use of a cohort group for measurement purposes.

**Time of Adjournment:** Hill adjourned the meeting at 9:30 A.M. The next meeting will be held on August 22<sup>nd</sup> at 8:30 A.M.

Respectfully submitted by  
Cindy Gast

Approved by the Secretary: Carol Ann Seewert Date: 8-22-17