



Minutes

Presque Isle District Library Board of Trustees Meeting July 10th, 2019

- Call to Order** The regular meeting of the Presque Isle District Library Board of Trustees was called to order at 3:00 p.m. on Wednesday, July 10, 2019, at the Rogers City Library by Chairman Jeffrey Hopp. Board members present were Vice-Chairman Beach Hall, Trustees Catherine Swan, Margaret Henschel, Thomas Stone, Bev Brougham, and Colleen Whitsitt. Staff member present was Director Amber Alexander.
- Public Comment** None.
- Minutes** *Moved by Beach Hall and seconded by Beverly Brougham to approve the minutes from the June 2019 board meeting. Roll call vote was unanimous.*
- Financial Statements - Quarterly** *Moved by Beach Hall and seconded by Colleen Whitsitt to accept the Quarterly Financial Statements and to accept the Accounts Payable and Checks Printed since last board meeting. Roll call vote was unanimous.*
- Directors Report** Reviewing Job Descriptions which will include information for all staff on computer and soft skills.
- Old Business** CFNEM, Executive Director, Patrick Heraghty, discussed Capital Campaign Fund which they can track pledges and send out reminders, receipts. They can accept cash, credit cards and stocks, etc. CFNEM understands the purpose of fund and how funds are to be distributed. There's no minimum donation and funds are not endowed. Funds are placed in Vanguard Money Market account, not an investment account which is safer and interest is minimal. There is a 2% management fee from investment amount and no other fees. Once a gift is made it is irrevocable. We don't need a goal but should have one. CFNEM is not a fundraising entity. The capability of online gifting will be set up. In addition, they can feature PIDL campaign in their newsletter. There is a foundation database that links to potential donors. Presque Isle District Library Building(s) Fund should be included in the fund name. Donations to the fund not to a specific location within the district board. Chair would be the signatory for the contract/agreement. A timeline of 2-3 years of \$1 million dollar goal. Overall, and after discussion with the Campaign Committee and Board, it is NOT the Grambau Center Project but the Presque Isle District Library Building(s) Project. Other grants through CFNEM would be available to assist in the project.
- New Business** *Moved by Bev Brougham and seconded by Margaret Henschel to approve the amended Computer/Internet Policy and Programming Policy. Roll call vote was unanimous.*
- Moved by Margaret Henschel and seconded by Thomas Stone to approve the 2019 Budget Amendment (1) and authorize replacement of boiler at Rogers City Theater. Roll call vote was unanimous.*
- Other Business:** None.
- Next Board Meeting** Next meeting will be held August 14th, 2019 in Millersburg.
- Adjournment** Meeting adjourned at 4:10 p.m.
Respectfully Submitted: Catherine Swan