

**James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on December 15, 2016**

1. President, Tom Rankin called to order the Board of Trustees Meeting at 5:18PM.
Present: Micki McCray, Kris Denslow, Joni Blackman and Lynn Warner
Absent: Dave Conklin and Tom Price
Staff present: Tina Scott and Janet Messel
2. Public Comment – 1 in attendance. No comments were made.
3. Consent Agenda – After the addition of item #10, Executive Session, the agenda was passed. Note: As of 1/17, the monthly outgoing invoices will no longer be presented at the monthly board meeting. Any authorized signer may request to see said invoices at any time by contacting Tina or Janet.
4. Treasurer’s Report – Kris Denslow presented the financials for the month.
5. Director’s Report – Tina Scott presented the report. Highlights included the news that a long time donor has increased the balance in our investment account by \$10,000; year end fundraising letters have been mailed out; the Strategic Plan consultant public meetings were very well attended, the next step will be a survey via web, email and paper; JPL has partnered with the Robert H. Jackson Center and the Fenton Historical Center on a celebration for Jackson’s 125th birthday in February; volunteer hours remain low due to very limited volunteers, Tina has several leads she is following to recruit more.
6. Unfinished Business –
 - a) Insurance proposals – A motion was made (Joni Blackman/Lynn Warner), passed and carried that the board accept Tina’s recommendation to continue our insurance coverage provided by the Lockwood Agency using the RFP quote of \$20,844.
7. New Business
 - a) 2017 Budget – Upon discussion, a motion was made (Lynn Warner/Kris Denslow), passed and carried to accept (with an amendment to change item line #5472 to reflect only actual IT expenses and moving anticipated IT salary and benefit expenses to those respective lines #2000 and 2194) the proposed 2017 budget, which includes a 7% draw. It is noted that this budget is showing a \$215,000 reduction from the 2016 budget and the board is very appreciative of Tina’s efforts in this matter.
 - b) PT Circ Position - A motion was made (Kris Denslow/Joni Blackman), passed and carried approving the filling the recently opened position which is already in the budget.
8. Election of Officers – A motion was made (Kris Denslow/Lynn Warner), passed and carried to accept the following slate of Board Officers for 2017:

President – Tom Rankin
Vice President – Joni Blackman
Secretary – Micki McCray

Treasurer – Kris Denslow
Assistant Secretary Treasurer – Lynn Warner

9. 2017 Board meeting dates – all meetings are on the 3rd Thursday of the month at 5:15PM

January 19	April 20	July 20	October 19
February 16	May 18	August 17	November 16
March 16	June 15	September 21	December 21

10. Executive Session – A motion to enter Executive Session at 6:05pm to discuss a particular employee was made (Joni Blackman/Lynn Warner), passed and carried. A motion was made (Lynn Warner/Joni Blackman), passed and carried to exit the Executive Session at 6:58pm.
11. Next meeting is Thursday, January 19, 2017 in the Fireplace Room. Meeting was adjourned at 7:02pm.

Respectfully Submitted by
Micki McCray
Secretary