

**Sherman Township**  
**Library Board Meeting**

Feb. 14, 2013

The meeting of the Sherman Township Library Board was called to order at 6:30 p.m. by Pres. Shirley Thompson.

**Board members:**

Present: Shirley Thompson, Diane Benn, Carole Merwin, Anne Cook, Sue Sprague, Diana Moreau

Absent: none

**Agenda:** Anne moved and Carole seconded the agenda be approved as presented. Motion carried.

**Public Comment:** None

**Minutes:** Shirley moved and Diana seconded the minutes be approved as presented. Motion carried.

**Director's Report:** See the report on file. Story time will begin in two weeks on Tuesday at 10:30 a.m. The laser printer needs replacing. Carole moved and Anne seconded that we authorize the purchase of a printer at Staples this week to take advantage of their sale. Motion carried.

A different copier and toner were given to us by Surrey Township Library.

There is a possibility of delivering books to homebound residents along with meals on wheels. Amber and Marge (COA) will work out the details.

The drop box had some books jammed in on one side. Since the books have been removed, the drop box should function better.

**Old Business:** The out of service area fee was extended to April 1 to allow time to publicize the change. A handout will be prepared for those patrons visiting the library.

**New Business:** The front door will be repaired by Gilboes of Mt. Pleasant with the bill being submitted the Sherman Township Board.

An extra bathroom cleaning per week was discussed. No official action was taken.

Weather closings were discussed. If staff is here, and the library is closed they will be paid for the day. The answering machine will be checked to see if the message can indicate a closing or a delayed opening.

Anne moved and Carole seconded that we pay the bills listed to be presented at the Sherman Township Board meeting-Ingram (formally BWI) \$253.23 (books);Brodart \$117.34 (book covers, tape, hang-up bags & stand etc); Precision Data Product \$74.59 (ink cartridges & surge protector); CDW-G \$103.22 (Microsoft Office Prof. and 2 licenses); Demco \$846.80 (shelving); Amber Snow \$59.89 mileage; Staples \$414.87 (office supplies and a printer \$344.790); Weidman Pro Hardware \$31.99 (snow shovel, tools and shelf braces).

A library board workshop of 3 to 4 hours will be scheduled as soon as possible with the finalized date to be approved at the next board meeting.

**Adjournment:** Carole moved and Diana seconded the meeting be adjourned. Motion carried.  
Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Diane Benn, Secretary  
Sherman Township Library Board