

MEETING MINUTES  
Harrison Township Public Library - Board of Trustees  
Monday, July 15, 2019 6:30 PM  
In the Public Library of Harrison Township

**1. Meeting Called to Order by Dianne Marvaso at 6:29 pm.**

**2. Trustees Present**

Dianne Marvaso, Linda Pillow, John Da Via, Carole Wolf, Jim Bilen, Linda Silvonon.  
Also in attendance: Melissa Goins, Director

**3. Approval of Minutes from June 17, 2019**

A. Motion made by John Da Via to approve June 17, 2019 minutes. Seconded by Carole Wolfe. Motion carried.

**4. Public Comment**

A. None

**5. Approval of the Agenda**

A. Motion made by Carole Wolfe, seconded by Jim Bilen, to approve the Agenda for the July 15, 2019 meeting. Motion carried.

**6. Treasurers Report**

A. Review of Revenue and Expenditure Report for period ending 6-30-19.  
Expenses are running at 50% of budget, appropriate for this time of year.

B. Review of Expense Report - Reviewed Expense Report for the June/July 2019 interim, with expenditures totaling \$5,864.01. Motion made by Linda Pillow to accept expense report in the amount of \$5,864.01. Seconded by Linda Silvonon. Motion carried.

**7. Committee Reports**

A. Renovations Committee - Reviewed current recommendations for the 2019 Improvement Project. Reviewed concept floor plan, and proposed materials.

B. Friends of The Library - The next Friends meeting is Monday, August 5<sup>th</sup> at 6:30 pm. Friends have scheduled an upcoming fundraiser at Lori's Lick 'Em Up on August 20<sup>th</sup>, from 3 to 8 pm.

**8. Directors Report - reported by Melissa Goins**

A. June 2019 usage statistics and patron traffic tracking

1. June is usually a great month for the library; we have good program attendance, door counts, and usage statistics.

B. Experienced a good up-tick in Facebook activity in last month with 21 new page likes and 1,081 post engagements.

C. Submitted proposal to U of M Library Science Program requesting a community profile as a student project. We will be notified if our project is picked in this round.

D. New copy machine has arrived and working beautifully.

E. Book Break at the Beach has been very well attended with around 50 people in attendance at each session. Meet up and Eat up follows our segment and has been quite popular

F. Jill Baker is our new librarian. She is the school librarian for Hamtramck Public Schools and has been a substitute librarian at the Chesterfield Township Library. She is a registered teacher in the State of Michigan as well as North Carolina. She has extensive volunteer experience including right here at our library.

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G. We hired our new Library Associate, Amy Cirillo.

H. Our new Wi-Fi system allows us to obtain Wi-Fi usage statistics. There were 118 uses of our Wi-Fi in June. We will continue tracking this usage statistic moving forward.

I. SLC members voted to include Ancestry.com in the fall. It is a popular resource at all neighboring libraries.

J. The SLC has also offered discounting pricing on RB Digital Audiobooks; the price for us is \$900 for the year and we would get all audiobooks currently offered in Hoopla, but with a flat-fee and unlimited usage model.

K. We've been invited to join the Mount Clemens Farmers Market Family Day on Saturday July 20<sup>th</sup>, from 8 am to 12 pm. We will have an informational table at the event.

**9. Old Business**

A. None

**10. New Business**

A. None

**11. Board Comment**

A. Carole Wolf shared information from the SLC Board Meeting.

**12. Adjournment**

A. Motion to adjourn was made by Linda Silvonon. Seconded by John da Via. Motion carried. The meeting was adjourned at 7:33 pm.

**Next Meeting**

A. The next monthly meeting of the Library Board of Trustees will be held on Monday, August 2019 at 6:30 pm in the Harrison Township Public Library.

Minutes submitted by Linda Pillow, Secretary  
Minutes approved:

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President (HTPL - Board of Trustees)

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Date of Approval

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Secretary (HTPL - Board of Trustees)