

**MEETING MINUTES**  
Harrison Township Public Library - Board of Trustees  
Monday, June 17, 2019 6:30 PM  
In the Public Library of Harrison Township

**1. Meeting Called to Order by Dianne Marvaso at 6:30 pm.**

**2. Trustees Present**

Dianne Marvaso, Linda Pillow, John Da Via, Carole Wolf, Jim Bilen, Linda Silvonon.  
Also in attendance: Julie Dries as Library Representative.

**3. Approval of Minutes from May 20, 2018**

A. Motion made by John Da Via to amend the date of the meeting minutes from April 20<sup>th</sup> to May 20<sup>th</sup>. Seconded by Linda Silvonon. Motion carried.

Motion made by John Da Via to approve Minutes as amended. Seconded by Linda Silvonon. Motion carried.

**4. Public Comment**

A. None

**5. Approval of the Agenda**

A. Motion made by John Da Via, seconded by Carole Wolf, to approve the Agenda for the June 17, 2019 meeting. Motion carried.

**6. Treasurers Report**

A. Review of Revenue and Expenditure Report for period ending 5-31-19.

B. Review of Expense Report - Reviewed Expense Report for the May/June 2019 interim, with expenditures totaling \$39,950.96. Motion made by Linda Pillow to accept expense report in the amount of \$39950.96. Seconded by John Da Via. Motion carried.

**7. Committee Reports**

A. Renovations Committee - Presented information on new library design. Shared the drawing with Board Members as well as information on proposed carpeting, furniture, and other items.

B. Friends of The Library - Next meeting is Monday August 5, 2019 at 6:30. Ties that Bind Event made \$641.00, and excellent attendance. A fundraiser has been scheduled at Lori's Lick 'Em Up on the evening of Tuesday, August 20<sup>th</sup>, between 3 pm and 8 pm. Reviewing other options for fundraising, including Chipotle. October 24<sup>th</sup> is the 10-year Anniversary of The Library. Friends have rolled out "Book Bucks" that will be given out at special events and can be used to purchase used books. Book Buck coupons will appear in township water bills over the summer.

**8. Directors Report - reported by Julie Dries**

**A. May 2019 usage statistics and patron traffic tracking**

1. BookFlix is still doing well with increased numbers to 7,429 this month. Over 3,400 visitors presented at the Library this month, 250 more people than May 2018.

2. 4,229 individuals visited our website in May.

3. Program counts were up with 23 programs and 538 attendees

B. Gearing up for the Summer Reading Kick Off; Friends are again supplying the

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refreshments with US Senator Paul Mitchell supplying hotdogs and buns; State Senator Pete Lucido providing cases of water and State Representative Steve Marino providing chips. Friends of the Library providing lemonade and paper products.

C. The C&G News insert was distributed on June 12<sup>th</sup>.

D. Hosted an information table at the L'Anse Creuse Summer Book Fair on Wednesday, June 5<sup>th</sup>.

E. Graham Elementary 3<sup>rd</sup> graders came to visit on June 11<sup>th</sup>. There were two classes this year that participated in a scavenger hunt and received information on our Summer Reading Program as well as summer events.

F. As part of our summer outreach, we'll have library information tables at 3 Rosco the Clown events hosted at Lake St. Clair Metropark.

G. Melissa attended the SLC Advisory Council Meeting on June 13<sup>th</sup>.

H. Mapping out a plan to replace the old copy machine with a new one and the task should be completed by the end of June.

I. Two open library positions were posted, and a number of applications have been received for the part-time Librarian as well as the part-time Librarian Associate position. Interviews will begin the week following the Summer Reading Kick-Off.

J. Working to fill the requested storyteller slots with available storytellers; due to the lack of available storytellers, paid staff members may be needed to fill the requests.

K. Potential change of Board meeting times. Board meeting times will continue at 6:30.

**9. Old Business**

A. None

**10. New Business**

A. None

**11. Board Comment**

A. Dianne Marvaso thanked Board Members for the Get Well Card following her surgery.

**12. Adjournment**

A. Motion to adjourn was made by Linda Silvonon. Seconded by Jim Bilen. Motion carried. The meeting was adjourned at 7:55 pm.

**Next Meeting**

A. The next monthly meeting of the Library Board of Trustees will be held on Monday, July 15, 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)