1. Call to Order
   The meeting was called to order at 6:32 pm.

2. Roll Call
   Present: Mary Lou Bissett, Karen Hibbler, Carol Kocik, Cynthia Stroebel.
   Absent: Conni Brett, Don Davenport, Deb Miller. Also Present: Library Director
   Tracy Aldrich.

3. Additions/Deletions/Approval of Agenda
   Ms. Stroebel moved to approve the agenda as presented, seconded by Ms. Hibbler.
   Motion carried unanimously.

4. Additions/Deletions/Approval of Minutes of April 2018 Regular Meeting
   Ms. Hibbler moved to approve the minutes of the April 2018 regular meeting as
   presented, seconded by Ms. Kocik. Motion carried unanimously.

5. Approval of Bills/Financial Status
   Ms. Stroebel moved to approve payment of the bills in the amount of $24,501.86 and
   payroll in the amount of $20,372.42, seconded by Ms. Kocik. Motion carried
   unanimously.

6. Public Comment
   There was no public comment.

7. Library Director’s Report
   Ms. Aldrich presented the monthly director’s report.

8. Committee Reports
   There were no committee reports.

9. Old Business
   There was no old business.

10. New Business
    A: Millage Election Informational Materials
        The board and director reviewed the Campaign Finance Act rules governing library
        millage elections. They then reviewed informational materials for the public about the
        millage request prepared by Ms. Aldrich and approved by the library’s attorneys. The
        board had no objections, revisions, or suggested changes to the materials. Ms. Aldrich
        said she planned to have them ready to display and hand out by the end of the following
        week.

    B: Window Tinting
        Ms. Aldrich and the board discussed a quote from American Glass Tinting to add one-
        way or completely frosted film to some of the workroom windows. It was discovered
        during the on-site inspection that one-way film would not work properly due to the
        lighting in the workroom. The board and director felt that completely frosted film which
        could not be seen through, like that on the computer lab windows, was not a good
choice given the need for staff to be able to look out at times. Ms. Stroebel suggested blinds as an alternative, and offered to do the measuring and ordering. Ms. Kocik said she and her husband would volunteer to install the blinds. It was agreed to proceed with the blinds.

C: Front Door
Ms. Aldrich described security concerns with the outer front door not locking properly, due to such causes as shifting of the door frame and grounds in that area with changing temperatures. She suggested the library install a locking crash bar on the inner vestibule door as well, as that area is not prone to shifting and should not have the same issue, and the second locked door would prevent entry into the library proper. Ms. Kocik moved to approve the estimate from Greg's Lock and Safe for an exit device with strike (the crash bar) for $1,818.95, seconded by Ms. Hibbler. A roll call vote was taken: 4 yeas, 0 nays, 3 absent. Motion carried.

Yeas: 4 Hibbler, Kocik, Stroebel, Bissett
Nays: 0
Absent: 3 Davenport, Brett, Miller

D: MMLC Annual Joint Meeting
Ms. Aldrich delivered invitations from the Mideastern Michigan Library Cooperative (MMLC) for its annual joint dinner meeting of the Advisory Council and Board. Ms. Kocik said she would like to attend, along with Ms. Aldrich, who serves on the Advisory Council. Ms. Aldrich said she would send the RSVPs.

11. Communications
Communications included newspaper articles about the library's Titanic program.

12. Adjournment
Ms. Stroebel moved to adjourn, seconded by Ms. Kocik. Motion carried unanimously. The meeting adjourned at 7:42 pm.

Tracy Aldrich, Library Director 6-7-18