

HARRISON DISTRICT LIBRARY  
BOARD MEETING

Director, Bissonnette                      UNAPPROVED  
President, Richards  
Treasurer, Foote  
Secretary, House  
Trustee Winters  
Trustee Scherrer  
Trustee Brittsan

**Regular Meeting** – December 22, 2015 at 9: 32 am

**Present** – Director Bissonnette, President Richards, Secretary House,  
Trustee Scherrer, Trustee Brittsan, Treasurer Foote, Trustee Winters

**Absent** – 0

**Public** – 1

**Approval of Agenda:**

It was moved by Scherrer and seconded by Foote to accept the Agenda as presented. Motion Carried.

**Approval of Consent Agenda:**

It was moved by Winters and seconded by Scherrer to accept the Consent Agenda including the minutes of October 27, 2015 and November 24, 2015, Bills and Financial Reports and the Directors Report as presented. Motion Carried.

**Public Comment:**

None

**Old Business:**

None

**New Business:**

1. Bissonnette announced that Courtney Doyle is leaving HDL for a new position creating a whole new library collection. In her place, Christie Camaio will perform the duties of youth librarian at HDL and PMDL.
2. A discussion of the possible use of the Surrey House for HDL was held. Mann construction has looked over the property but a separate

- building inspector should be employed for this purpose as well if we decide to give it serious consideration. Tours are available for interested Board members.
3. Paul Olsen of Michigan Municipal Underwriters reviewed the 2016 insurance coverage for HDL and provided the new premium. We are now qualified to apply for the risk reduction grant program for up to \$5000. Applications are due on April 1, 2016. In regards to the Surrey House, he stated that insurance for our purposes would run \$130 per square foot.
  4. It was moved by Foote and seconded by Winters to approve the 2015 COLA adjustment for shared services. Motion Carried.
  5. It was moved by Foote and seconded by Brittsan to approve the 2015 year end budget revision including the one time purchase of the HDL.org domain for \$4800. Motion Carried.
  6. It was moved by House and seconded by Winters to approve the adjustment to the shared services costs for January through June for 2016 including a \$30/month cellular phone plan stipend for Loomis. Motion Carried.
  7. It was moved by Foote and seconded by Richards to approve the Joint Transfer Agreement to separate Harrison District Library employees from the City of Harrison MERS Define Benefit Plan. Motion Carried.
  8. It was moved by Winters and seconded by Scherrer to approve the Public Employers Retirement Trust Adoption Resolution. Motion Carried.
  9. The Harrison District Library Authorized Signatures Policy was reviewed and accepted.
  10. It was moved by Foote and seconded by Scherrer to approve the offering of AFLAC coverage for library staff. Motion Carried.

**Public Comment:**

None

The meeting adjourned at 10:40. The next regular meeting will be January 26, 2016 at 9:30 am.

Secretary,  
Nancy L. House,  
[mhouse1@gmail.com](mailto:mhouse1@gmail.com)