

Dorothy Hull Library  
Windsor Charter Township  
Library Board Minutes  
March 16, 2017

Shirley Watson called the meeting to order at 6:00 PM  
Present - Watson, Hannasch, Kyler, Wood, Robbins, and Director Sanders  
Excused – Snyder  
Absent – 0

**Public Comment**

None

**Minutes**

January and closed session minutes read silently. Kyler moved and Robbins seconded that the minutes be approved.  
Passed 5-0.

**Financial Reports**

Financial reports for January and February 2017 presented –  
Wood makes a motion to amend the 2016 FY Budget, moving \$2400 to Maintenance and Repair to reflect the annual cost of library cataloging software. Robbins seconded. Passed 5-0.  
Hannasch moved and Kyler seconded to approve reports pending audit. Passed 5-0.

**Librarian Sanders' report:**

Director Sanders told the board that she received a FOIA request for information on staff salaries. She will send a response in the required time.  
The board asked Director Sanders to draft a job description report for her staff. Wood will look at Library Director description.

**No committee reports**

**Unfinished Business**

Robbins makes a motion to accept Gifts to the Library Policy as revised. Kyler seconded. Passed 5-0.  
Wood makes a motion to accept the Library Goals for 2017 as revised. Robbins seconded. Passed 5-0.

**New Business**

Kyler and Robbins will start proofing the By Laws.  
Wood is looking at a Sexual Harrasment Policy.

**No Public Comments**

Watson moved and Hannasch seconded to adjourn. Passed 5-0. Meeting adjourned at 8:45PM.

Respectfully submitted,

Evie Hannasch, Secretary