

**SPECIAL BOARD MEETING**  
**WEDNESDAY, 11/28/18 at 5:00 p. m.**  
**MINUTES**

Present: Trustees Joe Corriveau, Jim Morche, Alan Somershoe, Robert Sochacki, Jean Hansen, Mike DeFrancesco, and Deborah Stanifer Also present: Anne Mannisto, Library Director; Karen Fehl, Assistant Director; Carla Eggert, Admin. Assistant.

Call to order: Chair Alan Somershoe called the meeting to order at 4:00 p.m.

The Board conducted an interview of one of the final candidates for Library Director.

**Finance:** Jean Hansen reported that November 30 is the end of our fiscal year, and various financial transactions take place now. There is \$1728.92 of revenue over expenses left in the Private Donations account and \$972.48 of revenue in the Merchant Donations account. Any excess in these accounts is normally sent to the Community Foundation for Southeastern Michigan (CFSM) to be added to our Endowment Fund. **MOTION:** Jean Hansen made a motion to transfer the \$1728.92 of revenue over expenses left in the Private Donations account and \$972.48 of revenue in the Merchant Donations account to CFSM. Jim Morche seconded the motion. Motion passed. Jean presented the list of bills over \$1,000 from November 15 to Nov. 28, 2018 (bills received after the last Board meeting). **MOTION:** Jean Hansen made a motion to approve these bills in the amount of \$49,097.77. Mike DeFrancesco seconded the motion. Motion passed. **MOTION:** Jean Hansen made a motion to amend the budget for the Wages/Salaries line item in the Operating Fund from \$1,190,578 to \$1,208,100. Mike DeFrancesco seconded the motion. Motion passed. **MOTION:** Jean Hansen made a motion to amend the budget for the Fringe Benefit line item in the Operating Fund from \$478,592 to \$500,000. Robert Sochacki seconded the motion. Motion passed. **MOTION:** Jean Hansen made a motion to amend the budget for the Building/Equipment Maintenance line item in the Operating Fund from \$92,000 to \$105,000. Robert Sochacki seconded the motion. Motion passed. **MOTION:** Jean Hansen made a motion to transfer \$127,600 from the Reserve Fund to the Operating Fund, of which \$70,030 should come from the Facilities Preservation line item and \$57,570 should come from the Future Unfunded Expenses line item. Jim Morche seconded the motion. Motion passed.

**MOTION:** Jim Morche moved to adjourn the meeting, seconded by Robert Sochacki. The Special Board Meeting was adjourned at 5:15 p.m.

11/29/18

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