

FINAL DRAFT 7/22/92

BRANCH DISTRICT LIBRARY
BOARD MINUTES
15 June 1992
4:00 PM

- I. **ROLL CALL:**
 PRESENT: Claire Heinonen, Tim Miller, Bill Stewart, Richard Sharland, Carol Brown, Phyllis Rosenberg, Greg Hager, Liz Rosenbloom, and Jeanne Berg.
 ABSENT: Vivian Slisher
- II. **AGENDA:** Carol moved, Tim seconded, to approve the additional items to the agenda. Approved.
 [1. Item VII. B Report on Strategic Planning Process Workshop by Jeanne Berg.]
- III. **MINUTES:** Tim moved, Claire seconded, to accept the Minutes of 5/18/92. Approved.
- IV. **BRIEF PUBLIC COMMENTS:** None
- V. **FINANCES:**
 A.) Tim moved, Claire seconded, to accept the May Financial Statement. Approved.
 B.) Operations Chart noted.
 C.) Tim moved, Claire seconded, to approve Vouchers 2988 - 3047. Approved.
 D.) Penal fines noted. May very short, will look to June for the whole.
- VI. **PENDING BUSINESS:**
 A.) Reports from Branch Liaisons
 1. Bronson - Township is ready to meet with BDLS to sign District contract.
 2. Coldwater - No meeting
 3. Quincy - A statement from the Quincy Library Advisory Board was received concerning Allen Penal Fines and other concerns (see attached) The audit report is referred to the Finance Committee. Carol moved, Jeanne seconded, to advise the Director to implement Quincy's Penal Fine monies proposal, submitted

by the Quincy Advisory Board. Approved
4. Union City - Union City is still concerned about the Burlington situation.

- B.) Committee Reports
 - 1. Finance - Meeting next month
 - 2. Personnel - The Director's position will be posted at the Library, advertised in the local Public Media and in Library Media publications. Closing date will be 9/1/92.
 - 3. Building -
No meeting, but the air compressor has been installed in the basement.
- C.) Greg recommended the old DDA office space for Library storage.
- D.) Tim moved, Claire seconded, to adopt the attached Endowment Fund Policy for BDLs. Approved.
- E.) BDLHEA memo noted. The election will be July 14, 1992.
- F.) Directors Report
 - 1. Contracts will be taken to each Township for approval.
 - 2. David Burns' automation plan is quite "shaky" as his data system is not compatible with the rest of the library's system. Andy VanDoren recommended we work it out with him but nothing is happening. He is not doing what he was contracted to do.
 - 3. A \$20.00 service charge for Burlington Township residents, as well as all "non-residents" of BDLs service area, will be implemented 7/1/92.
 - 4. Service Report noted.
 - 5. ADA Compliance Plan must be in place 7/1/92.
 - 6. Air compressor has been installed.
 - 7. The new cable has been installed for the book lift.

VII.

NEW BUSINESS

- A.) Tim moved, Claire seconded, to accept the WLC service contract - holdings, update and maintenance. (see attached)
- B.) Jeanne gave a report on the Strategic Planning Process Workshop she and Phyllis attended.

VIII.

EXTENDED PUBLIC COMMENT: None

IX.

ADJOURNMENT: 6:00 PM

Submitted By,

Carol Brown
Secretary