

10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM

BOARD MINUTES
OCT. 18, 1993
CENTRAL LIBRARY
4:10 p.m.

- PRESENT:** Richard Sharland, Jeanne Berg,
Martha Hamp, Carol Brown, Vivian Slisher and
Dee Knapp.
- ABSENT:** Bill Stewart and Tim Miller.
- AGENDA:** Carol moved, Jeanne seconded, to accept the
Agenda with the insertion of "Correspondence"
after "Minutes". Approved.
- MINUTES:** Jeanne moved, Carol seconded, to accept Board
Minutes of Sept. 20, 1993. Approved.
- CORRESPONDENCE:** Thank you cards for Board/Employees picnic
from employees. Thank you to Richard for his
donation of turkeys, charcoal and location.
- BRIEF PUBLIC
COMMENTS:** None.
- FINANCES:**
1. Financial statement approved.
 2. Vouchers #324-379.
 3. Penal fines chart noted.
- PENDING
BUSINESS:**
1. Branch liaisons reports:
 - a. Coldwater has not met.
 - b. Bronson has not met. Lighting is to
be done Oct. 28, 1993.
 - c. Quincy's remodeling Open House will
be Nov. 14, 1993. Nika Club donation
of \$300 has been used for new magazine
racks.
 - d. Union status quo. Shelving is expected
in late Nov./Dec.
 - e. Sherwood. Painting of floor will be
done in Nov. before installation of
new shelving.

-Con'd.

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NEW BUSINESS:

1. Sexual Harassment Policy discussed. Jeanne moved, Carol seconded, to adopt the policy with addition of paragraph regarding employee to patron harassment. Approved.
2. Director's report:
 - a. Jeanne moved, Vivian seconded, to approve cost of library roof analysis contract/evaluation pending information on HFPE expenses, if any, and Director's consultation with building committee before proceeding. Approved.
 - b. Martha moved, Vivian seconded, to accept holiday schedule as recommended by Director, through Jan. 1, 1994, with library reopening Jan. 2, 1994, and floating holiday to be used by July 1, 1994. Balance of 1994 schedule tabled until Nov. meeting. Approved.
 - c. Personnel:
 1. Ad in Library Journal bringing in resumes.
 2. Retained library automation consultant along with two more libraries, cost may be down to \$1,500. Due to vendor competition, time is great for vendor contract proposals which should be available to Board in March or April.

**INFORMATIONAL
ITEMS:**

1. Sept., 1993, Service Report noted with discussion of children's activities and 8.5% overall service statistics.

-Con'd.

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**EXTENDED PUBLIC
COMMENTS:**

Jane Baldwin urged us all to come to the
Open House at the Quincy Library Nov. 14,
1993, 2:00 - 4:00.

ADJOURNMENT:

Meeting adjourned 6:21 p.m.

Submitted by:

Carol Brown, Secretary

The Branch District Library System will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon one weeks' notice to the Branch District Library System. Individuals with disabilities requiring auxiliary aids or services should contact the Branch District Library System, 10 East Chicago St., Coldwater, MI 49036. 517-278-2341 FAX 517-279-7134.

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