

10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM

BOARD MINUTES
DECEMBER 18, 1995
CENTRAL LIBRARY MEETING ROOM
4:10 p.m.

PRESENT FOR ROLL CALL

Marilyn Ashdown, Jeanne Berg, Carol Brown, Tim Miller, Jeanne Unterkircher and Director Mary Hutchins. *marcia carman*

ABSENT

Richard Sharland (arrived 4:57 p.m.)

ALSO PRESENT

Jane Baldwin, Bruce Guy and Robert Redmond.

APPROVE AGENDA

Miller moved, seconded by Brown, to approve the Agenda. Motion carried.

Vice-President Jeanne Berg welcomed Marcia Carman to the Board.

Public Hearing On Acceptance of 1996 BDLs Budget: Berg officially opened the public hearing. There were no public comments. Miller moved, seconded by Brown to close the public hearing. Carried.

NEW BUSINESS

1. Presentation by Technical Committee: Bruce Guy stated that approximately 190 local people have signed up for Internet usage. Usage has doubled in two months, with 3,000 hours of use in November. Peak use is between 7 and 10 p.m.

The technical committee has started working with the Chamber of Commerce to look at different ways to improve the quantity and quality of service to Internet users, especially to expand Internet capacity.

A proposal to form a partnership with the Chamber of Commerce, the library and Kelly Moore, marketer, was explained by Mr. Redmond. A "home page" on Internet would be created and used for advertising by local businesses. The "home page" development plan would have three phases: legal structure, a public relations campaign and a business plan. A core group of business people will come up with proposals to expand the access.

-con'd.

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The capital needed from the library would be \$10,000. Eventually this plan would be revenue producing. Berg stated that the Board is definitely interested in looking at any proposals.

APPROVAL OF MINUTES

Ashdown moved, seconded by Carman, to accept the Minutes of the Nov. 20, 1995, Regular meeting of BDLS Board and the Minutes of the BDLS Personnel Comm. meetings of Dec. 4 and Dec. 11. Carried.

CORRESPONDENCE

1. Hutchins received a phone call from Harold Massey of Branch Insurance who has been in contact with Blue Cross/Blue Shield regarding insurance coverage.
2. Read a letter from Jim Seidl to State Sen. Schwarz opposing SB 757, decriminalizing under age smoking, because it would be tie-barred to SB 730 which directs fine money to another fund and away from penal fines. Hutchins has contacted Sen. Hoffman.
3. Hutchins read articles from Library Hotline about a \$600,00 bequest from a patron in Alabama, the passage of a millage increase in Pueblo Library District, CO. from 3.5 to 5.25 mills, a property tax increase to fund the Arapahoe Library District, CO. passed, and a \$2 million bond issue was passed for remodeling the East Lansing Public Library.

BRIEF PUBLIC COMMENTS

None.

FINANCES

1. Penal fine chart noted.
2. Approval of bills. Miller moved, seconded by Brown, to pay the bills as presented. Motion carried.
3. Financial Statement: Berg explained how to understand "variances" on page 12 of the statement. Hutchins pointed out that we have no contingency fund in our budget and that we have made an extra effort to contain costs this year. Brown moved, Miller seconded, to approve the Financial Statement.

PENDING BUSINESS

1. Reports from Central and Branch liaisons:
 - a. Coldwater Public Library: Ashdown reported on the Archivist's visit in November and that his report will be available soon. The library history is being worked on.

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b. Bronson: They are working on "dumb barcoding". Attending a workshop on "Windows" today. They appreciate their merit pay.

c. Quincy: Status quo. The Rotary Club's fund raising projects will go towards the cost of a handicapped entry at the library. Jane Baldwin commented on how difficult it is to apply for grants.

d. Union: Still working on "dumb" barcoding and wondering about "down time" on the computers. Hutchins explained about last week's rare computer "crash" and also that Union will be notified about their book budget.

e. Sherwood: Hutchins visited there last week. The reference books are being used.

f. Algansee: Status quo.

2. Director's report:

- Jim Seidl from Woodlands was here today training 13 staff people to use "Windows". All Interlibrary Loan functions will be done on Windows.

- We are sending the old telephone directories to be recycled. Reference staff has been told to call local public libraries for phone numbers if necessary. A shelf for tax forms is in place where the telephone books were.

- The report from Tom Powers, Archivist, has arrived and will be available after it is first presented to the CPL Board.

- The City Clerk has been asked to send a notice to the Library when they have a tax abatement hearing.

- Kirk Skinner's billing for the furnace was for a new motor as well as for the maintenance contract. Hutchins has the details; everything is in order.

- Rep. Mike Nye dumped his court reform proposal at the last minute without giving libraries enough notice. He wants to replace it with an income tax proposal and wanted to rush it through the House. Some people got through to their representatives and it was stopped on the floor. Hutchins is going to an emergency meeting of the MLA on Thursday, Dec. 21.

3. Disposal of remaining used equipment. After discussion, the Board instructed Hutchins to give away the remaining used equipment. Hutchins explained that we have done all we can to try to sell it.

4. Proposed policy on percentage of budget to materials: Miller moved, Berg seconded, to accept the Policy as submitted. Carried.

Adopting of final 1996 budget: Hutchins stated there will be a 15% raise in the gas utility bill. Miller moved, Carman seconded, to approve the final 1996 Budget, dated 12-15-95.

NEW BUSINESS

2. Transfer of penal fines: Brown moved, Berg seconded, to transfer \$10,000 from penal fines to the book budget.

PENDING BUSINESS

5. Miller moved, Unterkircher seconded, to adjourn into closed session for the purpose of labor negotiations. Carried. 7 Ayes 0 Nays.

Miller moved, Brown seconded, to reconvene to Regular Board Meeting at 5:57 p.m. Carried. 7 Ayes 0 Nays.

EXTENDED PUBLIC COMMENTS

None.

ADJOURNMENT

Brown moved, seconded by Unterkircher to adjourn at 6:00 p.m. Motion carried.

Submitted by:

Approved by:

Jean K. Swain
Jean K. Swain, Recording Secretary

Carol Brown
Carol Brown, Board Secretary

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10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM
BOARD MEETING, EXECUTIVE SESSION
MINUTES, DEC. 18, 1995

Present: Ashdown, Berg, Brown, Carman, Miller, Sharland
and Unterkircher. Also Mary Hutchins, Director

The Board of the Branch District Library System met in
Executive Session on December 18, 1995, from 5:28 p.m. to
5:57 p.m. to discuss strategy in negotiations with the BDLHEA.

Mary J. Hutchins
Mary J. Hutchins, ex-officio

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