

10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM

BOARD MINUTES
SEPTEMBER 15, 1997

CENTRAL LIBRARY MEETING ROOM
5:00 p.m.

PRESENT FOR ROLL CALL

Marilyn Ashdown, Jeanne Berg, Carol Brown, Rosemary Smitley, John Swanson, Jeanne Unterkircher and Director Mary Hutchins.

ABSENT FOR ROLL CALL

Richard Sharland (arrived 5:07 p.m.)

ALSO PRESENT

Jane Baldwin from Quincy Board & Linda Hudson, BDLHEA rep.

APPROVE AGENDA

Swanson moved, Ashdown seconded, to approve the Agenda with addition to New Business #8, Woodland Contract. Carried.

BRIEF PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Swanson moved, Smitley seconded, to accept minutes of Aug. 18, 1997, with correction under "Approval Of Minutes" #2c to #2 e. Carried.

CORRESPONDENCE

1. Notice from City Clerk that InterAmerican Zinc, Inc. has applied for tax abatement; hearing set for 9-22-97.
2. Michigan State Librarian, George Needham, sends notice that State Aid will be .475 inching up to the .50 of the law passed in 1978.
3. MLA is promoting MEBS Insurance.
4. Notice of Trustee workshop on Sat. Apr. 25, 1998, at the Albion Public Library on changes in field of librarianship by state legal specialist, Ellen Richardson.
5. From coop regarding 3/10 of a mill local SEV to qualify for state aid. There are several libraries in our coop that will have problems. BDLs qualifies and is listed with a total income of \$581,221. Note that Cass & VanBuren have one mill and both somewhat
-con'd.

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smaller than Branch, receiving respectively \$666,447 and \$840,046. Marshall has one mill and serves one half the area Branch does, gets \$361,313.

FINANCES

1. Berg moved, Ashdown seconded, to approve bills. Carried.
2. Swanson moved, Berg seconded, to transfer \$2,000 from the Endowment Fund, using interest to amend budget to buy non-fiction books. Carried. Discussed Capital project anticipated need of Century Bank's December payment of \$14,000, miscellaneous of \$1,000 for computers going to branches and the Saur restoration. Noted the tight budget items. Smitley moved, Berg seconded, to accept the Financial Statement. Carried.
3. Penal fine chart noted to be down. Fines are down throughout all counties.
5. Capital Outlay Report noted.
 - Hutchins introduced Art Plato, new assistant to Bruce Guy.

PENDING BUSINESS

1. Building repairs: Will ask for a written report from Mr. Saur.
2. Internet collaboration & funded staff:
 - a. Next meeting will be with the technology group which includes Intermediate School District, BPU and BDLS Technology Committee.
 - b. Concern to protect our funded staff & profits.
3. Havel Bros. have started measuring. Their loan forms will be available this week to begin bid process from Century Bank, First Of America, Southern Michigan Bank & Trust and the Coldwater Banking Center in order to bring bids to next meeting. Look into installment purchase plan.
4. BDLHEA report by Linda Hudson: BDLHEA has had two good meetings on contract/personnel manual and internal items.
5. Liaison reports:
 - a. Coldwater: Swanson reported: - Sale of old newspapers planned for Applefest - CPL Board will pick up 3/4 of the Jepson Electric bill of \$1,862 to accomodate the microfiche printer - the saga of the missing chairs.
 - b. Bronson: Unterkircher reported: - New Story Hour will run Oct. 2 - Nov. 20 for 3-5 year olds - carpet will be cleaned - a silver maple tree has been donated. -con'd.

- c. Quincy: Brown reported: - Renee is caught up with back orders - Nancee Brewer, Linda Grill, and Stephanie Davis have been helping out in Quincy - former librarian Shirley Tappenden, has volunteered to move the genealogy section ~~where~~ the lift is to be put in. *When* *corrected 10/20/97 Bd mtg.*
- d. Union: Smitley reported: - Fines are being collected again - received a nice note from Township Treasurer Tammy Fox - no plans for Story Hour turned in as yet.
- e. Sherwood: Hutchins reported: - New sub, Mary Mowry, is working out - plans underway for Story Hour.
- f. Algansee: Hutchins reported that portable phone needs repairing.

6. Director's Report:

- a. There is a great need for non-fiction book money.
- b. Large-print books are needed - contact Lions Club. (Quincy gets from their Lions Club.)
- c. Nola Baker has been hired to replace Nancy Barrett who left to work at Edison School.
- d. When capital money becomes available, shelving in Quincy needs to be upgraded, especially in the childrens' area.
- e. BDLS Friends Of The Library have donated \$1,500 toward juvenile books for the branch libraries.
- f. Expenditure for books should be geared to patronage circulation.
- g. Children Services Committee will first meet at Union on Sept. 25. The agenda will include plans for the childrens' programming and upgrading of childrens' books.
- h. Two reasons for movement of personnel were Quincy's needs and cross-training.
- i. BDLS has been selected by U of M to place a Kiosk in the reference room, hooked up to the U of M Comprehensive Cancer Clinic. It will be a three month placement and all the latest info will be available.
- j. Plan to free Jean Swain to work with Hutchins on filing in the Director's office.
- k. Renewed a one-year contract with Long Distance Of Michigan.
- l. \$23,000 bill from Woodlands for our share of new equipment, line charges, etc. installed by Merit.
- m. American Library Assoc. pointed out that alternate sources for revenues cannot be counted on, that the basic revenue should be tax dollars.
- n. Board needs to be familiar with the Supreme Court decision regarding the Communication Decency Act of 1996. Board members should be prepared to respond to questions from the public and the press.

-con'd.

o. There is a new Internet provider in the county: Internet Service LLC.

p. Article in Coldwater Reporter on needless Internet censorship.

q. Oversimplification shown in one of the daily 4-H fair questions: "Do you believe Congress should have power to pass laws prohibiting explicit pornographic materials on the net?" 197 yeses, 57 noes. No easy answers.

r. U. S. News today article: "Libraries torn between books and bytes."

NEW BUSINESS

1. Berg moved, Brown seconded, to accept the proposed 1998 library closings and rotation. Carried.

- Brown was excused to leave the meeting. Smitley resumed taking minutes.

FINANCES

4. Internet account report: Bruce Guy reported:

a. Bronson will get the first OCLC database computer and training will begin.

b. There are 107 working modems with 24 more on order.

c. Continued growth in net-users and net revenue.

NEW BUSINESS, CON'D.

2. Expiration on 12-31-97 of Marilyn Ashdown's term: Ashdown is considering another term.

3. Berg moved, Smitley seconded, to adopt a Resolution for public hearing regarding millage. 6 Ayes 0 Nays 1 Absent. Carried.

4. Director's evaluation: Hutchins presented a different evaluation form which will be used. Personnel Committee will receive and summarize and present to Board.

5. Ashdown, Swanson and Sharland along with Hutchins will meet with Judge Coyle regarding penal fines.

6. Jepson Electric proposal: Swanson moved, Ashdown seconded, to accept Jepson Electric proposal/estimate of \$1,862 for the electrical work in the rounded stair area. Coldwater Public Library will pay 3/4 of it. Carried.

-con'd.

7. Branch hours: Smitley moved, Ashdown seconded, to approve current branch hours except Quincy where one hour will be added on Friday and subtract one hour on Saturday. Also make permanent, closing at Central on Tuesday & Wednesday at 5 p.m. during the summer. Carried. Think about keeping the three bigger branches open one night a week until 6:00, as money becomes available.

8. Woodland contract: Berg moved, seconded by Unterkircher to adopt the Woodlands Library Delivery Contract. Carried. Mileage is 31 cents which Woodlands subsidized at 27 cents a mile.

INFORMATIONAL ITEMS

Noted.

EXTENDED PUBLIC COMMENTS

None.

ADJOURNMENT

Meeting was adjourned at 7:20 p.m.

Submitted by:

Henry Hutchins for Carol Brown
Carol Brown, Board 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.