

10 E. Chicago St - Coldwater, MI 49036

DRAFT

“SPECIAL”

**BRANCH DISTRICT LIBRARY SYSTEM
BOARD MINUTES**

**June 23, 2000
7:30 P.M.**

PRESENT FOR ROLL CALL

Marilyn Ashdown, Carol Brown, Dorothy Cherry, Vera Hurd, Richard Sharland, President; Rosemary Smitley and John Swanson.

ABSENT FOR ROLL CALL

No one.

ALSO PRESENT

Bruce Guy, Automation Librarian; Dan Kaepf, Business Manager; Carole Maddox, Bronson Library Manager; Barbara Riegel, Secretary to the Director & BDLS Board.

APPROVAL OF AGENDA

Swanson moved, seconded by Smitley to approve the Agenda of June 23, 2000 Special Board Meeting. Motion carried.

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BRIEF PUBLIC COMMENTS

- Sharland:** Open to those who wish to address the Board.
- Maddox:** I would like to say we haven't been getting notices of the Personnel Revised Plan of Service or of this Special Board Meeting. We haven't been getting notices at least at our branch of when they are.
- Sharland:** That would be tough there, especially this one because it was called so quickly and it's required by law to post a notice 18 hours ahead of time.
- Maddox:** Well it could of been FAX'd. We haven't been getting for the other committees either. FAX or e-mail notices of meetings to all the branches. We have e-mail.
- Sharland:** Alright, we'll see if we correct that.
- Brown:** At our Personnel Committee meeting the last one we had a brain-stormed different ideas to increase the communications of this type of thing especially the posting of jobs and/or meetings. And, Bruce had some good ideas and we took note of that and we are going to do something about it.

NEW BUSINESS

1. **Mary Hutchins Retirement Package:**

Sharland: One plan here that was Mr. Guy's plan which comes to approximately \$43,000. Mary's plan comes to approximately \$21,000.

But, personally I reject the whole thing. Mary has done a good job here as Director and I fully support her 100% as Director.

Mary will continue to be Director until she retires September 6th.

We the Board are pleased with all the new employees coming on board.

I expect loyalty from the staff. If not the Board will take appropriate action. If anyone cannot is not satisfied with these requirements they should seek employment elsewhere.

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- Swanson:** I would say I concur and give her a vote of confidence and get her back to work.
- Cherry:** Did Mary in fact purpose a retirement package different from what you described. I mean we had the letter of resignation for September 6th.
- Sharland:** If she was going to have to leave early she wanted to be compensated though to the 6th of September. As she pointed out.
- Cherry:** Okay, she has not requested to leave early. She was requested to leave September 6th.
- Sharland:** Right!
- Sharland:** Mary was not leaving until February 2001 until she was 65.
- Hurd:** Why does she wish to leave in September.
- Sharland:** Well, I think she would like to get out a little earlier.
- Hurd:** I know it's a stressful job.
- Sharland:** Barb Arnold agreed to come on as the Interim to help out and take over the library. Until we can do a search for a new director.
- Hurd:** So it was Mary's idea to leave September 6th.
- Sharland:** Right.
- Hurd:** Did she come to you?
- Sharland:** Yes.

2. **Introduce Barbara Arnold:**

Sharland introduced Barbara Arnold, as Interim Part-time Director. She is a long time resident of the area. She has lots of library experience and lots of education. She has worked at the library in the past as a substitute, so she knows the library here and knows some of the people.

Brown moved to approve Mary Hutchins recommendation of hiring Barbara Arnold as Interim Part-time Director, supported by Ashdown.

Terms: Work part-time about twenty (20) hours a week.
Joining the staff July 5th.
Will work with Mary on learning all the ins/outs of the library.
Same pay-rate as Mary J. Hutchins.

Motion carried.

EXTENDED PUBLIC COMMENTS

Maddox: I think what happened is the staff thought the personnel committee recommended to the Board when it came to hiring.

And, none of the ads or copies none of them had a date on them, like when you had to have your application in by... whatever.

I don't think any of the staff meant to ask for Mary's resignation, or to cause any harm in that direction.

Personally, Mary has my undying gratitude, because when my husband was critically ill, Dee Knapp wanted me to resign, Mary came on board and said you can't dismiss a loyal employee for something that can't be helped. So Mary has my undying support.

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Sharland: Mary sent a letter to me and the Personnel Committee. Well the Personnel Committee discussed it with her. And, then when Barbara made herself available. Mary sent the letter out to the rest of the board. Mary didn't want them to come into the job the way she did.

Ashdown: Mary shared with us that she wanted to do some traveling in the fall. She thought that if she would leave in September she would have an opportunity to go to New England as she wanted to.

Sharland: Any further comments regarding Mary's retirement.

Brown moved to adopt the three (3) ideas on Sharland's resolution in support of Mary Hutchins as Director, supported by Smitley.

- a. We as the Board fully support Mary 100% as Director.
- b. Mary will continue to be director until she retires Sept 6th.
- c. We the Board are pleased with all the new employees coming on board.

Roll call vote: 7 yeas
 0 nays
 0 absents

Motion carried.

Sharland: Personnel Committee will have to look at a policy on "Posting."

Riegel: I would like to address Carole's "Brief Public Comments" earlier. The reason the branches did not receive the "Personnel Committee meeting minutes." The meeting was scheduled June 20th the Tuesday after the BDLS Board on Monday night. Since I have not been in contact with any of the Personnel Committee to receive the minutes. Also, I did not receive the Agenda until Mr. Sharland called me at 2:00 p.m. to set up the Agenda for this evenings meeting, to post it or get it circulated.

Maddox: I don't mean the notes I mean the postings of the meetings.

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- Riegel:** It was posted on the bulletin board late Monday night after the BDLS Board meeting to meet with the 18 hour posting requirement.
- Maddox:** Yes, I was aware of this last one, but in the past I was not aware of them. Thank you.
- Sharland:** If there is no other business come before the Board, we'll adjourn.

ADJOURNMENT

Adjourned: 8:50 P.M.

Marilyn Ashdown

Marilyn Ashdown, Secretary

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