

DRAFT

**10 E. Chicago Street – Coldwater, MI 49036  
Branch District Library System  
Board Meeting Minutes  
Central Library Meeting Room  
July 19, 2004  
6:00 P.M.**

President Dorothy Cherry called the meeting to order at 6:03 p.m.

**PRESENT FOR ROLL CALL**

Marilyn Ashdown, Carol Brown, Lynda Chan, Dorothy Cherry, President; Gayle Clover, Jack Gay, Carol Walter.

**ABSENT FOR ROLL CALL**

No one.

**ALSO PRESENT**

Jeanne Berg, Bobbie Brickey, Quincy Library Board; Lynnell Eash, Erica Ewers, Algansee Township Supervisor; Carole Maddox, Bruce Mills, Director; and Barbara Riegel.

**APPROVAL OF AGENDA**

**Ashdown moved, seconded by Clover, to approve the Agenda of July 19, 2004 with the addition to Pending Business: (Union Twp. Branch) – Report on Union Twp. Board Meeting. Motion carried.**

**BRIEF PUBLIC COMMENTS**

Bobbie Brickey, wanted to “Thank” the BDLS Board and ladies on staff for the lovely card she received.

**APPROVAL OF MINUTES**

**Brown moved, seconded by Chan, to approve the Minutes of June 21, 2004. Motion carried.**

**CORRESPONDENCE**

1. Blue Cross / Blue Shield – Renewal update (J. Berg.)  
**Gay moved, seconded by Walter to approve BC/BS coverage under the current plan with minor changes that are outlined in the attachments included in the packet. Motion carried.**
2. Woodlands Library Cooperative Governing Board Representative - July 8, 2004.  
**Chan moved, seconded by Clover, to nominate Jack Gay as BDLS Board Representative to the Woodlands Library Cooperative. Motion carried.**

Three year term, October 2004 – September 2007

FINANCES

1. Approval of the Bills: Gay moved, seconded by Walter, to approve the bills as submitted. Motion carried.
2. Financial Statement: Discussed. Placed on file.
3. Penal Fine Chart: (Period ending June 30, 2004) Discussed.
4. Century Bank and Trust - (6/01/04 thru 6/30/04)

PENDING BUSINESS

## 1. Reports from Central and Branch Liaisons:

a. Coldwater: Minutes of the June 14, 2004 meeting. Marilyn Ashdown, reported:

- ~ \$295.00 received in memory of Donna Baker to purchase Genealogy Books of New York.
- ~ Board authorized Nola in the absence of Bruce to get estimates on copy machines and report back to the board in August with results.
- ~ CPL Board purchased a book on Gardening in memory of Pat Watson's mom.

Central News: Marilyn Ashdown reported

- ~ Story Hours are continuing on Monday at 12:15; Tuesday at 10:00 and at 1:00.
- ~ 662 Children enrolled in the Summer Reading Program. Ends on July 31<sup>st</sup>. Having the drawings for the bikes on August 6<sup>th</sup>. Poster contest going on. Posters in the windows, down by AV area and on August 6<sup>th</sup> everyone will receive a ribbon for entering the Poster Contest.
- ~ The Literacy Council and the Success-by-Six Group are doing a mother/children playgroup two days a month with the Arabic families.
- ~ The Literacy Council also has a Hispanic Group that meets one night a month at the library and one night at Kids Kingdom. When school starts they will come back to the library to meet.
- ~ 81 attended the Cup Stacking Program (Bruce reported)

b. Bronson: Carole Maddox reported:

- ~ Had questions on clarification on spending Capital Improvement Money – Bruce has clarified before the meeting.
- ~ Was told use the money or loose it. Bruce clarified that also.
- ~ The library will be closed for Polish Festival Saturday, July 17<sup>th</sup>. The library was open!
- ~ 88 children signed up for the Summer Reading Program.
- ~ 30 people a day on the computers.
- ~ Book Sale- good.
- ~ Story Hour – averaging 78 children a week, @11:00 on Wednesday mornings.
- ~ Saturday morning the basement was flooded.
- ~ Party on Friday, July 23<sup>rd</sup> – I went to all the businesses for prizes and all were very willing to help us out. The go-carts gave tickets, Subway, tickets for free games at the bowling alley.
- ~ Giving a porcelain doll - dressed as a bride (drawing only)
- ~ Spiderman also to give away.

c. Quincy: Bobbie Brickey reported:

- ~ (Daily Reporter Headlines) Library Suffers Water Damage.
- ~ Patrons are enjoying the change in hours.
- ~ Our annual Pet Parade brought in almost 30 pets with many children, parents and spectators. Thanking the Branch County Sheriff's Department for stopping traffic.
- ~ Ran our Scholastic Book Fair a few days leading up the Summer Reading Party. This netted a good profit for the library.
- ~ Scholastic Book Service brought nice books for both adults and children. The policy was buy one book get one free. Children were given free books.
- ~ The Service charged \$344.00 for the books. \$150.00 was donated and the Friends paid \$194.00 which were the balance.
- ~ The Summer Reading Program was held Saturday, July 17<sup>th</sup>. Tried a Saturday morning this year. Nineteen adults attended the party with 23 of those being signed up for the program. Charlene Rucker gave her presentation to the children. Each child received a free book to take home, the candy guessing jar winner went home happy, and some prizes were given out, thanks to the Friends of the Library Group.
- ~ The library basement township area was flooded the end of June. Insurance has sent a check to replace the carpeting (only 4 years old), so the mess should be dealt with and cleaned up by the August 3<sup>rd</sup> primaries.
- ~ Lisa needs to be out of town the week of July 19<sup>th</sup>. It will be a quiet week for Renee as the locals are getting ready for the 4-H Fair.
- ~ Looking forward to Pete Sobie from the Kalamazoo Nature Center coming August 3<sup>rd</sup> at 1:00 p.m.

d. Union Twp: Carol Walter reported:

- ~ Pat's on vacation.
- ~ Recently a little boy perhaps 4 years old, came to the desk with his books to be checked out. He wanted to know if he could "pound" the books. I guess that meant to stamp the books due date, he did!
- ~ Over 100 children have signed up for Summer Reading Program.
- ~ We have scheduled 4 Story Times for 4-5 yr olds on Friday at 10:00. One of those Fridays included a Kindermusic session by Marie Dysagco of Sturgis.
- ~ Prof. Anson Pantz had a very zany, but educational program, on June 29<sup>th</sup>. Over 75 people attended - including ladies in the Red Hat Society!
- ~ On June 30<sup>th</sup> Jennifer Strauss spoke to 27 people: "Discovered New Tales of Michigan".
- ~ All books need to be returned by July 21<sup>st</sup>. Bikes, skateboards, scooters and other prizes purchased for our ending party on July 24<sup>th</sup>. Presentations will be held at the local park at 1:00 p.m. Prizes have been sponsored, in part, by a grant from Branch County Community Foundation.

**Report from Union Twp. Trustee Board meeting:** Jack Gay reported - June 25<sup>th</sup> @ 11:00 - Cherry, Walter and Gay met with Ralph Strong and others from the board, at the Southern Michigan Bank Trust conference room.

Funds needed to cover repairs and improvements but not for past repairs. There is a lot of unused space. The library needs to make better use of the space that is available to the library. Bruce will meet with Pat when she returns from vacation. The library can use the Fire hall for some of the library programs. Overall it was a very constructive meeting. Union Twp. Trustee Board will get estimates and present detailed estimates to the BDLS Board.

- e. **Sherwood:** Lynnell Eash reported:
- ~ Started Story Hour on Thursdays.
  - ~ Summer Reading Club going great!
  - ~ Have a lot of kids signed up, trying to get them to finish.
  - ~ Party - July 29<sup>th</sup> - doing a "Carnival" theme in the side yard.
  - ~ Charlene Rucker will be doing "Bug Program" Saturday.
  - ~ Gina Horn, Clerk at Sherwood. Working on some Adult Workshops.
  - ~ Sherwood was having water problems also, caught the kids and informed them the police will be called not their parents.
- f. **Algansee:** Lynnell Eash reported:
- ~ Story time on Wednesdays.
  - ~ Story time at Kinderhook, great turnouts!
  - ~ Complaints that the library was so crowded. Moved things around. Pulled out all the toys. For the summer the computer use is ½ hour.
  - ~ New shelving in the Adult room.
  - ~ Friday, June 26<sup>th</sup> Friends Group Book Sale
  - ~ Party for Algansee will be July 31<sup>st</sup> – Story Teller from Quincy.
2. **Building Committee:** Did not meet.
3. **Children's Committee:** Did not meet.
4. **Personnel Committee:** Did not meet.
5. **Financial Committee:** Did not meet.
6. **Technology Committee/Children's Internet Protection Act:** Did not meet.  
(John Rucker, Automation Librarian is continuing to monitor Internet filters to comply with the Children's Internet Protection Act.)
7. **Directors Report:** July 14, 2004
- ✓ Thank all of you for your support, well wishes. I really appreciate it.
  - ✓ Detroit News articles: Discussed. Will put out a brief note to the public that this had happen.
  - ✓ Havel Bros: own the computer hookup to the a/c and heating, can't get around that. Akers gave the library a quote (handout.)
  - ✓ Senator Jelinek letter: John worked on this due to the technology involved.
  - ✓ Purse donation: Visited the library, used the wireless was very impressed and gave \$100.00 donation to the library!
  - ✓ Truth in Taxation: Announcements will be out in plenty of time for August meeting.
  - ✓ Union Township Meeting – reported earlier.
8. **Automation Report:** July 14, 2004
9. **Statistical Reports:** Informational items
- Book Budget: (2004)
  - Use Statistics: (June 2004)
  - Capital Projects Report: (May 2004)

NEW BUSINESS

1. Woodlands Library Cooperative Service Contracts (2004 – 2005)
  - ~ Service Contract: Delivery
  - ~ Membership Contract:

**Brown moved, seconded by Ashdown, to approve both contracts with Woodlands Cooperative 2004 – 2005 and authorized the signing. Motion carried.**

INFORMATIONAL ITEMS

None.

EXTENDED PUBLIC COMMENTS

Brown: Has anyone responded to this comment card:

**Comment/Suggestion Card** – It is absolutely not right to take \$15.00 cash from me as a deposit on a Reference book – then expect me to WAIT up to two weeks to receive MY money in the mail in the form of a check. Is the City of Coldwater in that much of a negative cash flow that you must keep my money? Mike Bouse - 537 Shaeffer Drive, CW 279-7309

Bruce: I will discuss this issue with Jeanne.

Ashdown: Feel that the board had passed a Refund Policy.

Ashdown: Why don't we pledge the American Flag? Not even a flag in the meeting room. I will be glad to buy a flag and contribute it to the library.

Chan: Tree hugger: Save the trees – copy material for the Board Meetings on both sides.

Bruce: I guess we will need to purchase a new copier!

ADJOURNMENT

**Gay moved to adjourn.** Meeting adjourned at 7:20 p.m.

Respectfully submitted:



Marilyn Ashdown  
BDLS Board Secretary

Barbara Riegel, Recording 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, 10 East Chicago Street, Coldwater, Michigan 49036 – (517) 278-2341 or FAX (517) 279-7134.