

APPROVED 5/15/2006

**10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System
Board Meeting Minutes
Central Library Meeting Room
3rd Floor
April 17, 2006
6:00 P.M.**

President Dorothy Cherry called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

PRESENT FOR ROLL CALL

Carol Brown; Gayle Clover, Secretary; Dorothy Cherry, President; Jack Gay, Vice President; Patricia Kne and Georgann Reppert.

ABSENT FOR ROLL CALL

Lynda Chan, (excused.)

ALSO PRESENT

Janice Clark; Lynnell Eash; Mary Jo Kranz, Quincy Advisory Board; Bruce Mills, Director; Barbara Riegel.

APPROVAL OF AGENDA

Brown moved, seconded by Kne, to approve the Agenda of April 17, 2006. Motion carried.

BRIEF PUBLIC COMMENTS

No one at this time.

APPROVAL OF MINUTES

Gay moved, seconded by Clover, to accept the Minutes of March 20, 2006 as corrected. Motion carried.

CORRESPONDENCE

1. Otis Elevator Pressure relief value test (repair order.) **Clover moved, seconded by Brown, to table the Otis Elevator value test repair order until May Board Meeting. Motion carried.**

FINANCES

1. Approval of the Bills: March 31, 2006; April 14, 2006.
Gay moved, seconded by Brown, to approve the bills as submitted. Motion carried.
2. Financial Statement: March 31, 2006 & 2005
3. Penal Fine Chart: March 31, 2006
4. Century Bank & Trust: March 31, 2006
5. Southern Michigan Bank & Trust: April 7, 2006
6. Kerr Donation: March 2006
7. Bronson Fiduciary Reserved Fund: Jan., Feb., March 2006
8. Additional Information Branches Expenditures Quarterly: No report.

PENDING BUSINESS

1. Reports from Central and Branch Liaisons:
 - a) **Alganssee:** Amendment to Plan of Service Agreement for signatures: **Clover moved, seconded by Reppert, to approve the formal agreement with Alganssee Township for the extra twelve (12) additional hours that the Alganssee Township Library is open. Motion carried.**

Janice Clark reported

- ~ County Wide Friends Meeting tomorrow evening at the Pine Ridge Church @ 6:30 - 7:30 p.m. Everyone is welcome!
- ~ Counting the pages that our patrons read for last month for Alganssee is 75,000 pages.
- ~ We had our discussion on the *Kite Runner* on Tuesday, March 31st. Four (4) attended.
- ~ Our Story Hours: Children choose a book to read to each other.
- ~ Quincy Fire truck was there on Tuesday, April 4th. The firemen had a program on fire.
- ~ Wednesday night we had story hour and talked about the fire safety program and talked with the kids and their folks about fire escape from home and colored pictures.
- ~ April 12th Easter the library was full. Colored eggs, frosted cookies, had treats and pictures to color.

- b) **Bronson:** Lynnell Eash reported
 - ~ We had a balloon launch to kick off National Library Week.
 - ~ Stevens Puppets show came and put on two shows for us. Did the show Rumpelstiltskin. Friends provided cookies and something to drink.
 - ~ This past Saturday we had our first adult workshop, we had one last month but nobody showed. We had our basket-making workshop five people attended.
 - ~ This Wednesday, Lisa, Loretta and I will be attending a workshop in Paw Paw on book repair.
 - ~ Thursday Gayle and I will be going to a workshop in Battle Creek on Grant Writing.
 - ~ Friends Book Sale will be coming up May 20th.
 - ~ Interesting fact on the report: Bronson's January through March signed up seventy-five (75) new patrons.
 - ~ Working towards 100,000 pages for March reading month and they were seven short of 140,000.

Bronson Public Library Renovation letter: Reppert moved, seconded by Brown, to rescind the April 7, 2006 letter and direct preparation of a new letter stating that this Board supports in theory the lift project, handicapped bathroom and handicapped accessible projects at the Bronson Library. Motion carried.

- c) **Coldwater Central Branch:** No report

d) **Coldwater Public Library** (Holbrook Heritage Room): Minutes of March 13, 2006.

Georgann Reppert reported:

- ~ There is going to be a Wall of Fame in the Heritage Room, and you have until May 5th to nominate someone for the Wall of Fame who has done things to make Branch County a better place to live.
- ~ Bill Jamerson Program on Tuesday will be in Kids Place the Genealogy Society is donating towards the cost.

Michigan Week Activities

May 20 – 26, 2006

Monday – Heritage Room Wall of Fame & Book Sale

Tuesday – Bill Jamerson Program 4:00 p.m.

Wednesday – Dave Renshaw “Underground Railroad Program” 4:00 – 5:00 p.m.

Thursday – Michigan & Local Book Display

Friday – Youth Day

e) **Quincy:** Mary Jo Kranz reported:

- ~ Quincy held two book discussions on the *Kite Runner*. The first had just a few in attendance, the second had ten in attendance, with good discussions. Professor Frank Frick did a wonderful job. He and his wife brought authentic food (soup, bread and turnovers) and an authentic Afghan rug for display.
- ~ Lisa interviewed on WTVB Radio the morning of March 23rd with Ken Delaney and Heather Daniels, regarding our Book Discussion guest Professor Frank Frick and the One Book, One Community Program.
- ~ The Michigan Reads! Pre-school Program went well. We read the chosen book, *Bed Hogs*. Children wore pajamas, slippers. We put “hogs” to bed in a large diorama, had animal crackers and made a big picture out of shapes (circle face, triangle ears, etc.)
- ~ Lisa reported to the Quincy Township Annual Meeting on April 4th.
- ~ Lisa will be attending Book Repair & Protection Workshop in PawPaw on April 19th.
- ~ The Advisory Board sent out donation letters during National Library Week again this year. Last year gave us a great response with \$1,200 in donations to our library!
- ~ We still receive occasional donations to the Baldwin Endowment Fund.
- ~ Our Advisory Board has plans next month to visit about six different libraries to look at the kind of lighting they have in their libraries.

f) **Sherwood:** Lynnell Eash reported:

- ~ We had a balloon launch had thirty-five people attend. They released about 44 balloons.
- ~ The new desk is in place.
- ~ Saturday, May 13th we have our Book Sale.
- ~ We didn't meet our challenge of 30,000 pages, read little over 17,000 pages!
- ~ Monday, April 24th is National Turn Off Your TV Week. Pushing it at both branches Bronson and Sherwood. They will be able to stop in and pick up a list of 101 things to do other than watch TV. The first thing on the list is Read! ☺

g) Union Twp: Patricia Kne reported

- ~ Pat could not be here tonight so she e-mailed me her report.
- ~ Out of three Book Discussions, only one had three in attendance for the *Kite Runner*.
- ~ Please note a 15% increase in circulation over last year. Also, a comment card is attached regarding NO SPACE. (Comments and/or Suggestions Card) "Lack of space in the Union Township Library is becoming very obvious. Please consider working with the township to acquire more space. Karen Ogden – a concerned patron who loves and uses this library very much."
- ~ We concluded a poetry contest. Judging will take place tomorrow. Each grade represented will have one winner who will receive a poetry book.
- ~ We will be closed due to an election in our building on May 2nd.
- ~ Representative Bruce Caswell is scheduled to read to Union City children on May 26th at 3:00 p.m. (Michigan Week)
- ~ Kalamazoo Nature Center has been scheduled for July 20th at 2:00 p.m., with Pete Stobie. This is his third year for the Summer Reading Program with us.

2. Building Committee: (Bolton, Clover, Chan & Gay) April 17th @ 5:00 p.m. before the regular BDLs Board Meeting.

Jack Gay reported:

- ~ Continuing the discussions about some other re-upholstering of the material.
- ~ The real focus of the Building Committee was to begin thinking about renovation of this particular building, new carpet and painting the walls, in Kids Place and the other areas that were not carpeted during the Kerr project. And, now we have to find some money! We hope to get some more bids and get back with the Board.

3. Children's Services Committee / Ad Hoc Committee: Did not meet.

4. Personnel Committee: Did not meet.

5. Finance 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: Bruce Mills reported:

- ~ Time change for the Annual Countywide Friends Meeting: Tuesday, April 18th @ 6:30 p.m. Pine Ridge Church on South Ray Quincy Road.
- ~ Bronson Construction Project: discussed earlier.
- ~ I presented my last ever - cataloging workshop --- I hope!
- ~ Door Quote: Delivered and installed.
- ~ *Kite Runner* discussion: We held a successful discussion for about a dozen people on Thursday, April 6th featuring Norman Graham from MSU.
- ~ Leisure Reading Area Plaque: Visited Culy's and Kiess Jewelry. (Culy's \$35.00 includes engraving) (Kiess Jewelry \$35.00 & \$50.00 - engraving each letter 25 cents extra.)
- ~ New shelving for Coldwater Branch: To be delivered, Tuesday, April 18th and will be installed.
- ~ I gave a short presentation for seniors at the Community Health Center Auxiliary on Wednesday, April 12th.
- ~ Staff Meeting Minutes of March 27th. Scheduled staff meeting for this coming Monday, April 24th @ 9:00 a.m.

8. Automation Report: John Rucker submitted a report:

- ~ Eric, our son was born on March 26th. ☺
- ~ Equipment authorized to be purchased at the last meeting has arrived and deploying it now.
- ~ End of March a circuit board that powers our telephone system died, ordered it on-line for \$140.00 installed it ourselves. Verizon would have charged us \$400.00. This will show up on my next month's expense reimbursement.

9. Statistical Reports: Informational items.

- Book Budget: 2006 - informational
- Monthly Statistical Report: March 2006 - informational
- Capital Projects Report: March 2006 - informational

NEW BUSINESS

1. Nothing at this time.

INFORMATIONAL ITEMS

- ~ Reppert will be away for May and June BDLS Board Meetings.
- ~ Kne will be away for May BDLS Board Meeting.
- ~ Summer Tour of the Branches: **Gay moved, seconded by Clover, to start the Summer Tour of the Branches in random order starting in the month of May. Motion carried.**

EXTENDED PUBLIC COMMENTS

No one at this time.

ADJOURNMENT

Brown moved, seconded by Gay, to adjourn. Meeting adjourned at 7:30 p.m.

Respectfully submitted:

Gayle Clover
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.