

Approved 7/19/2006

**10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System
Board Meeting Minutes**

Sherwood Branch
**118 Sherman Street
Fire Station Building
Sherwood, MI 49089**

**June 19, 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; Dorothy Cherry, President; Gayle Clover, Secretary; Patricia Kne; Georgann Reppert.

ABSENT FOR ROLL CALL

Lynda Chan, (excused); Jack Gay, (excused.)

ALSO PRESENT

Lynnell Eash; Pat Kaniewski; Bruce Mills, Director; Barbara Riegel.

APPROVAL OF AGENDA

Brown moved, seconded by Reppert, to approve the Agenda of June 19, 2006 with two additions under New Business: #1 Union Twp. #2 Health Insurance. Motion carried.

BRIEF PUBLIC COMMENTS

No one at this time!

APPROVAL OF MINUTES

Brown moved, seconded by Kne, to accept the Minutes of May 15, 2006 with one typo Page 4 under Directors Report (effect instead of affect.) Motion carried.

CORRESPONDENCE

1. Industrial Facilities Tax Exemption Certificate: Middletons LLC, 575 Race Street, Coldwater, MI.

FINANCES

1. Approval of the Bills: 5/26/2006; 6/09/2006.
Reppert moved, seconded by Brown, to approve the bills as submitted. Motion carried.
2. Financial Statement: May 31, 2006 & 2005. (Place on file.)
3. Penal Fine Chart: Period ending May 31, 2006.
4. Century Bank & Trust: May 31, 2006
5. Southern Michigan Bank & Trust: June 5, 2006.
6. Kerr Donation: June 13, 2006.
7. Bronson Fiduciary Reserved Fund: Jan., Feb., Mar., April & May 2006.
8. Additional Information Branches Expenditures Quarterly: Not available.

PENDING BUSINESS

1. Reports from Central and Branch Liaisons:
 - a) **Algansee:** Janice Clark submitted a report: Mills reported.
Janice submitted Algansee report, but we have only received the second part as follows:
 - ~ Lisa and I went to Jennings Elementary for school talks. Handed out papers telling the children about the library and the Summer Reading Club, read stories and visited with the children. What fun!
 - ~ Attended the Beginning Workshop in Petoskey.
 - ~ Sorry I'm unable to make tonight meeting.
 - b) **Bronson:** Lynnell Eash reported.
 - ~ I visited Anderson School and was able to talk to all the classes about the Summer Reading Club. Handed out some flyers and read the story "*Big Chicken.*"
 - ~ Ryan School sent all their classes to the library for a short tour and to hear about the Summer Reading Club. Took a picture of each of the classes on the front steps of the library, and are on display at the library. The kids have fun coming in and finding themselves in the pictures.
 - ~ Friends of the Library book sale brought in a little over \$200.00. They decided it was just going to be that Saturday of the City Wide Sale but then decided since the township wasn't meeting to leave it up for the week.
 - ~ Bill Jamerson Program was held upstairs of the library, very well attended. Several people asked to have it again, since they were unable to attend. Mr. Jamerson was impressed with the library as well.
 - ~ Pat Rothrock attended the Beginning Workshop in Petoskey.
 - ~ Summer Reading Club is going great guns! We have 100 children, teens and adults participating so far.
 - ~ Our Friends Group will met Tuesday, June 20th @ 4:00 p.m.
 - ~ This summer every Tuesday at Noon we are doing movies. Last Tuesday 29 people attended. This Tuesday we will show "*Chicken Little.*" People are encouraged to bring a sack lunch to eat while watching the movie.
 - ~ This Friday we will start our Pre-School story time, which will run for four weeks on Fridays.
 - ~ Coming up on July 6th, Joel Tacey will be there presenting the program "Reading Rocks" at 5:00 p.m.
 - c) **Coldwater Central Branch:** Mills reported:
 - ~ Ronald McDonald was in Kids Place last Wednesday. Ronald is really a talented person, tremendous turn out.
 - d) **Coldwater Public Library** (Holbrook Heritage Room): Minutes of May 8, 2006.
 - ~ 120th Anniversary Celebration - Saturday, July 29th.

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- e). **Quincy:** Lisa Wood submitted a report: Mills reported.
- ~ Quincy celebrated Michigan Week (May 22 – 27) with our entrance full of fun and interesting Michigan Trivia (famous Michiganians, sports, authors, politicians, stage, film & television personalities, etc.)
 - ~ Lisa (and Jan Clark) talked to over 750 Jennings Elementary students for a week during their library time about the Summer Reading Program.
 - ~ Local friends of Jane Baldwin gave the library a lovely floral arrangement for our fireplace mantel on May 25th, to commemorate her one-year passing.
 - ~ The Friends of the Library had a good book sale, bringing in over \$150.00.
 - ~ Lisa opened up on Monday, for the Mayor Exchange Day. Our Village Mayor and Manager showed 6 visitors from Caledonia around town. We were presented with a book in honor of the occasion. The book mentions a ship named the “*Caledonia*” and features illustrations, two of which are the likenesses of a previous village manager’s two children.
 - ~ Ronald Mc Donald’s Magic Show brought in 87 people Wednesday, June 14th.
 - ~ Currently, 132 children have signed up for the Summer Reading Program, 25 of them are in the Teen Program.
- f). **Sherwood: Host Library:** Lynnell Eash reported.
- ~ Sherwood Reading Club: fourteen children and four teens in the club so far.
 - ~ Our showcase is full of prizes every time they complete a 100 pages they put their name in for a drawing. We go by age groups so we have four winners each week. If their name is picked they get to pick a prize out of the showcase.
 - ~ Kraft time is on Thursday, between 3:30 – 5:30. We have held that twice; the first week we had 7 and the second week 14. Made animal collages, that was one of the projects, and sun catchers.
 - ~ Gina Horn attended the Beginning Workshop in Petoskey.
 - ~ Ruth Omlor and I attended a workshop in PawPaw on Children’s Web Sites.
 - ~ The cupboard and file cabinet that was ordered from Capital Improvement are on back order.
 - ~ Thursday, July 13th @ 9:00 a.m. Jim Merrill will be here doing Balloon Sculpting.
- g). **Union Twp:** Patricia Kaniewski reported:
- ~ June 10th, nineteen parents and children participated in making nest boxes. Gene Wasserman of the MI Bluebird Society presented a great program and provided instructions. This program was held at the Fire Hall.
 - ~ Summer Reading began June 12th.
 - ~ Each Monday we open one hour early to accommodate the “Blast” Group. These children are a part of Community Unlimited for the summer. The first Monday we had 99 people and the second Monday we had 84 people.
 - ~ June 20th we will read to stuffed animals that the children will bring in at 10:00 a.m.
 - ~ We have had to use the elementary school and Fire Hall for three programs due to lack of space in the library. However, these same people then do not come to the library after the programs. We feel this is not a good situation. We now have two large voting boxes in the back, which takes, up additional space.
2. **Building Committee:** Did not meet.
 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.)

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7. Directors Report: Bruce Mills reported:

- ~ Back Door Quote: Brand Construction, Inc., for the South exterior door replacement \$1,643.00.

Brown moved, seconded by Kne, to approve the expenditure of \$1,643.00 to Brand Construction, Inc., with an extra cost for painting the south exterior door replacement at Coldwater Central. Motion carried.

- ~ Elevator Test Results: Went off perfectly well on Monday, June 5th. Three (3) more years until the next test is due.
- ~ Insurance Question: Fiduciary Insurance policy is not needed.
- ~ Leisure Reading Area Plaque: Checking with Discount Signs and More of Quincy.
- ~ MDOT Online Survey: Branch District Library will be participating in an online survey regarding the MI Transportation Plan. There will be an icon on our home page for people to access. Monday, June 26th to Friday, July 21st.
- ~ MeLCat Application: Requested by Jim Seidl. This is a new statewide Interlibrary Loan Service that should save the Woodlands Coop a lot of money while allowing our patrons greater access to materials. All paid for by a federal grant for libraries. Time frame for this will be about the last quarter of 2007. I'm a member of the MeLCat Task Force to make sure that any concerns or problems they will address by them first before we get into this.
- ~ Millage Request Report from Branch County: Maximum Allowable Tax Rate has been decreased to .6050 mills.
- ~ State Aid Reports: Things are very much up in the air in Lansing about the State Aid to libraries.

8. Automation Report: John Rucker report submitted:

Brown quote: "Always a good report."

Cherry quote: "Always a good report – let John know I appreciate that!"

9. Statistical Reports: Informational items.

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

NEW BUSINESS

1. Union Township: Ralph Strong met with me today at 2:30 p.m. and they want the library out of their building, they want us out now! After the library moves out the township would like the library to pay for all restoration caused by the removal of the library fixtures from that building as to we never have been there status." Discussed in length. Mills to schedule an Ad Hoc Committee Meeting: (Clover, Kne and Cherry.)

Mills was instructed to contact Attorney Lillis concerning the Union Twp. situation.

2. Health Insurance: Next years health insurance has increased better then 20% that's a little more then we have in budget. Goes into effect September 15th. Budget allowed for 16%. Any changes we make need to be done by August 15 2006. Discussed in length. Mills to schedule a Personnel Committee Meeting: (Gay, Brown, Reppert)

INFORMATIONAL ITEMS

EXTENDED PUBLIC COMMENTS

Eash: Union Twp. Library how much that library has grown since Pat has been there.

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ADJOURNMENT

Clover moved, to adjourn. Meeting adjourned at 7:00 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.

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