

10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System
Board Meeting Central Library
3rd Floor Conference Room
April 16, 2007
6:00 P.M.

APPROVED

May 21, 2007

MINUTES

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

PLEDGE OF ALLEGIANCE

PRESENT FOR ROLL CALL

Dorothy Cherry, President; Lynda Chan, Bonnie Frick, Gayle Clover, Secretary, Georgann Reppert, Patricia Kne.

ABSENT FOR ROLL CALL

Jack Gay (Excused).

ALSO PRESENT

Janice Clark, Branch Manager; John Rucker, Assistant Director; Bruce Mills, Director; Bob Kne, Mary Jo Kranz, Jeanne Berg.

APPROVAL OF AGENDA

Motion made by Reppert, supported by Chan to approve the agenda as submitted. Motion carried.

BRIEF PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Motion made by Frick supported by Kne to approve the minutes of March 19th 2007. Corrections noted. Motion carried.

CORRESPONDANCE

None.

FINANCE

1. Approval of Bills: 3/30/07 **Motion made by Chan, supported by Clover to approve the bills as submitted. Motion carried.**
2. Financial Statements: (Placed on file.)
3. Penal Fine Chart: 2007 (Placed on file.)
4. Bronson Fiduciary Reserve Fund: (Placed on file.)
5. Century Bank & Trust: 3/31/07 (Placed on file.)
6. Kerr Donation: 3/22/07 (Placed on file.)
7. Southern Michigan Bank & Trust: 3/22/07 (Placed on file.)

Pending Business:

1. Reports from Central & Branch Liaisons:
 - Alganssee Branch: Clark reports.
 - March is Reading Month: Last year the goal was 75,000 pages. This year's goal was 75,001. The total pages read for March is Reading Month, 2007 is 76,600! Everyone worked really hard to get the pages in.

- Story hours: We planted seeds two weeks ago and have flowers growing on the windowsills of the Library. Every week the kids come in and check out the progress of their plants.
- Fairy Stories: We have several books on fairies and because of spring we have been reading these books and making little fairy dolls.
- Easter Stories: We read several stories, colored pictures of bunnies with cotton ball tails. One of the patrons brought baskets of candy in and another patron brought in pinwheels for all of the children.
- Summer Reading Program: I have ordered several new mystery books for all ages. We also have several good mystery books already in the library.
- National Library Week: We will be making balloon critters tomorrow. The friends will be bringing cookies and juice.
- Amendment to the Plan of Service Agreement: **Motion made by Frick, supported by Reppert to approve the amendment to the Plan of Service Agreement for Alganssee Township. Motion Carried.**
- Bronson Branch: Mills reports.
 - Preschool Story hour: Will begin this Thursday.
 - American Girls Club: The final A.G.C. will be on Friday, April 20th. We will start again in the fall.
 - We are working on the Summer Reading program.
 - Book Donation: We have received a huge donation of books and other items from the Book Warehouse after they closed. We will be putting some of these books in the libraries and use others as Summer Reading prizes.
 - Order of the Eastern Star: Donated \$450 to purchase an 8x11 foot reading rug for use during story time in the basement.
 - Colon Library Open House: I attended the open house and dedication of their new addition Sunday afternoon. If you get a chance go visit the library, it's beautiful.
- Coldwater Central:
 - Poetry Contest: During National Library week, to be judged by staff. Winners receive gift certificates for the movie theater and the Friends group is giving \$10 gift certificates from Taylor's Books and More.
 - Rain Forest Display: For Earth Day activities.
- Coldwater Public Library: Mills reports
 - Flowers will be taken care of by Carole Bolton and Gina Horn.
- Quincy Branch: Kranz report.
 - Increased circulation and 23 new registrations.
 - 20 children attending story hour each week.
 - Midwest Fire Protection checked the fire extinguishers.
 - Wonderful book discussion by Professor and Bonnie Frick; unfortunately only one person attended.
 - Computer classes: Were appreciated by the public, small groups at each of the two classes.
 - Lisa spoke last week at the Union Church Women's Society regarding our Library's history, improvements and upcoming events.
 - Per phone call with Bruce Mills on 4/13/07: Quincy would like to hire Carlita Cartwright, age 16, for 8 weeks—June 1 through August 1. This individual volunteered 50 hours last summer. She is very competent, intelligent and knows the library well. This would be a great help to us during the summer reading program.
 - We added a new trustee to our board, Barb Rockhold, who has taken Bobbi Brickey position. We will be having an Open House to honor Bobbi on Sunday, May 20th from 2 – 4 p.m. An invitation was included in the News

Letter that was sent to all of the Friends. **Motion made by Chan, supported by Reppert to purchase a book for up to \$75.00 and donate it from the Branch District Library to the Quincy Branch Library, in honor of Bobbi Brickey on Sunday, May 20th. Motion carried.**

- Book Drop has been moved to make it easier for Renee to use the handicap ramp and elevator to take the books in, instead of lugging them up the stairs.
 - Sherwood Branch: Mills reports.
 - Stevens Puppets will be performing tomorrow at 5:00. They will be presenting Sleeping Beauty.
 - Final American Girl Club pizza party will take place this week.
 - Final Teen Club is next week. Both A.G.C. & Teen Club will start again in the fall.
 - Movie night we will show Charlotte's Web. This will be on April 27th.
 - Union Township Branch: no report
2. Building Committee: scheduled to meet after tonight's BDLS meeting.
 3. Ad-Hoc Committee: (Children's Services Committee) Did not meet.
 4. Personnel Committee: Did not meet.
 5. Finance Committee: Recommendation of the Finance Committee tabled until next month regarding adoption of budgets for the two special revenue funds.
 6. Technology Committee/ Children's Internet Protection Act: Did not meet.
 7. Director's report: Mills reports.
 - Countywide Friends annual meeting to take place at the Coldwater Branch on Tuesday, April 17th during National Library Week.
 - Holbrook Room to Honor Volunteers: A recognition ceremony is scheduled for it's volunteer staff on Friday, April 20th at 11:00 a.m.
 - We had received notice from Century Bank that we will be assessed a \$2.00 per month fee for keeping the Kerr account there. After talking with Jack Gay at Century Bank, all the expenses have been waved and we will not be charged.
 - The final get-together for How the Garcia Girls Lost Their Accents took place at Bronson on Thursday, March 29th.
 - National Library Week Events: April 15 – 21, the new services are ready and have been publicized.
 - Staff Meeting: Minutes enclosed.
 - Workman's Comp Carrier visit: We visited Algansee branch, where I was able to show the new ramp that was installed to the Citizen's Insurance Rep.
 8. Automation report: Rucker reports.
 - Report on file.
 - **Motion made by Frick, supported by Kne to approve the purchase of a digital camera for each branch library (\$765 shipping included for 5 cameras and memory cards) and the purchase of a new staff laptop, carrying case, accessories and a three-year extended warranty for \$1,822.50 to come from the Capital automation budget. Motion carried.**
 9. Statistical Reports:
 - Book Budget: 2007 (Placed on file)
 - Monthly Statistical Report: (Placed on file)
 - Capital Projects: (Placed on file)

NEW BUSINESS

None.

INFORMATIONAL ITEMS

None.

EXTENDED PUBLIC COMMENTS

None.

ADJORNMENT

Motion made by Chan, supported by Reppert

Meeting adjourned at 6:50 p.m.

Respectfully submitted:

A handwritten signature in cursive script that reads "Gayle Clover". The signature is written in black ink and is positioned above the printed name and title.

Gayle Clover
BDLS Board Secretary

Gina Horn, 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 week's notice to the Branch District Library System by writing or calling the following: Branch District Library System, 10 E. Chicago St., Coldwater, MI 49036 – (517) 278-2341.