

Approved
August 20, 2007

10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System

Bronson Branch Library
207 N. Matteson Rd.
Bronson, MI 49028

July 16, 2007
6:00 P.M.

MINUTES

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

PLEDGE OF ALLEGIANCE

PRESENT FOR ROLL CALL

Dorothy Cherry, President; Jack Gay, Vice President; Gayle Clover, Secretary; Georgann Reppert; Patricia Kne; Bonnie Frick.

ABSENT FOR ROLL CALL

Lynda Chan (excused).

ALSO PRESENT

Bruce Mills, Director; John Rucker, Assistant Director; Lynnell Eash, Branch Manager; Pat Kaniewski, Branch Manager; Gina Horn, Secretary; Helena Hayes.

APPROVAL OF AGENDA

Motion made by Gay, supported by Frick, to approve the agenda. Motion carried.

BRIEF PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Motion made by Reppert, approved by Kne, to approve the minutes of June 18, 2007 as amended. Motion carried.

CORRESPONDENCE

None.

FINANCE

1. Approval of Bills: 06/22/07 & 07/06/07 (Placed on file.)
2. Financial Statements: June 30, 2007 (Placed on file.)
3. Penal Fine Chart: June 30, 2007 (Placed on file.)

4. Bronson Fiduciary Reserve Fund: June 30, 2007 (Placed on file.)
5. Century Bank & Trust: June 30, 2007 (Placed on file.)
6. Kerr Donation: June 30, 2007 (Placed on file.)

PENDING BUSINESS:

1. Reports form Central & Branch Liaisons:

- Algansee Branch: Mills reports.
 - June has been very busy at Algansee. Besides story hours every week with books and crafts, we had our Summer Reading program featuring the Binder Park Zoo. There were 5 critters and everyone enjoyed the program. The attendance for this program was very good, we had a crowd of 80 adults and children at the Pine Ridge Church with cookies and punch served.
 - Our friends' had a bake less bake sale and book sale June 20th, there was a good crowd, although I don't have a report yet of how much we made from the sale.
 - We are getting ready for our picnic to celebrate the end of the program on July 21st at 2:00. I will report the Summer Reading sign-up and prizes at the August meeting.
- Bronson Branch: Eash reports.
 - We have held noon movies, craft time, preschool activities and a special program with Pete Stobie for a total of 16 programs with 486 people attending so far. We have two more weeks of programs planned for July.
 - Everyone really enjoyed Pete Stobie's program "The Scoop on Poop".
 - Thank you to Bruce for coming over and helping out while Stephanie was off becoming a grandmother for the first time.
 - Summer Reading Club has 110 children, 21 teens and 28 adults signed up. The club ends July 25th and prizes will be given out starting July 28th.
 - The library will be closed this Saturday for the Polish Festival.
 - The library has been very busy so far for this summer.
- Coldwater Branch: Rucker reports.
 - Posters were displayed for board members to look at; displaying photos of summer events that have taken place at the Coldwater Branch. (Ronald McDonald's visit, Teen Mystery Night, and the Kalamazoo Nature Center visit).
 - The children's librarian would like to suggest that the Ad-Hoc committee take a look at purchasing a display case (from the Kerr fund) for the Coldwater branch reading area. **[It was decided that the Children's Services Committee would hold a meeting and report next month.]**

- As of July 12, 2007 we have had 11 adults participating in this program at the Central Branch. These participants have read 27 books.
 - Our last day to participate is Friday, August 3rd. On Saturday August 4th at 10 am. A drawing will be held and we will give away three prizes that were donated by Jody's Design, Taylor's Books and More, and the Lamp Post Christian Book Store.
 - I am quite pleased with the participation so far in this Adult Reading Program as this is our first year. The beauty of this program is that there is no cost to the library whatsoever. I think that we can live with that idea! Please let me know if you have any questions regarding this program. I will have a final report available in August. Submitted by Nola Baker.
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- Coldwater Public Library (Holbrook Heritage Room): Did not meet this month.
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- Quincy Branch: Frick reports.
 - The Ronald McDonald program brought in over 50 people. The children really enjoyed him!
 - There is a bicycle as an award for the Pre-K - 5th graders that are eligible and a MP3 player for the 6th - 8th grader who is eligible. For the 2 top readers at the high school level, there will be gift certificates from Taylor's Books & More.
 - 142 Preschool -- 5th graders have signed up for the Summer Reading Program; 36, 6-8th graders and 13 high school students (by request) 191 total.
 - The summer clerk has been a wonderful addition for the few short weeks we will have her. Running 3 age groups has added to the workload, but that is a good problem.
 - Kalamazoo Nature Center program brought in 40 people. He is very entertaining and educates in such a fun manner. Lisa has booked him for next summer.
 - The state inspection for our elevator/lift took place June 28th. The central elevator inspection was July 3rd.
 - The pet parade had 64 people on a humid July 10th. 39 children brought entries which ranged from lightening bugs (which got the award for the brightest) to fish, turtles, goats, a 15 year old pony, many nervous cats and anxious dogs.
 - They are running a Scholastic Book Fair in the basement; buy one get one free for two weeks.
 - The Friends' group had a successful pie sale in conjunction with the rotary BBQ, which brought in \$600.
 - The friends' group has been very helpful and has served refreshments at all of the programs we have had.
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- Sherwood Branch: Eash reports
 - Joel Tacy was at Sherwood last week and gave a great program. The children really enjoyed the balloons, juggling and comedy.

- We have had crafts and a scavenger hunt so far this summer. We still have a “Solve the Mystery Day” and another craft day to go.
 - We have 38 children, teens and adults in the Summer Reading Club. The club ends July 24th and we will have the awards party on Saturday, July 28th.
 - The air conditioner has been purchased, the electrical wiring has been run and the village workers are ready to put it in the window. They are hoping they get to it this week. We will be the “coolest” place in Sherwood!
- Union Township Branch: Kaniewski reports.
 - Summer Reading activities included: CSI at the local police station on June 13th with 39 people attending.
 - Kindermusik at the Middle School on June 20th with 39 people attending.
 - Kalamazoo Nature Center with Pete Stobie at the Middle School on June 29th with 80 people attending.
 - “Red, White, Blue – Get a Clue” at the local library on July 3rd. Sandy presented story-time and riddles to go with the theme. There were 10 people attending.
 - Hackysac / Frisbee professional team at the Middle School on July 16th with 83 attending.
 - New library events include: Public Auction with donated items on June 30th. The total from the auction is \$4,462.50
 - Meteor Festival - Patricia Polacco donated the rights to the cover of the newest book, The Lemonade Club. T-Shirts and Pins/magnets with book covers were sold to benefit the new library. Heater Insurance also donated proceeds from water sales. The proceeds have not been tallied at this time.
 - Jack's IGA Cookout is to take place Saturday, July 21st, from 11 – 2.
 - Brunch at the Broadway Bar & Grill on Saturday, August 5th 11 - 2.
 - Golf Scramble at Turtle Creek Golf Resort is scheduled for August 11, at 8 a.m.. Tee Sponsors are needed.
 - Car show & Cruise with Dave Argabright on August 16th.
 - We currently have a little over \$55,000 toward the matching grant which needs to be completed by February, 2008.
 - We are also selling bricks. One brick, 2 lines for \$100. A double brick, with 4 lines for \$200. The bricks will be placed in the walkway to the new library.
 - **Motion made by Reppert, supported by Kne, to pay the two (2) employees at the Union City branch for an additional two (2) hours per week, per employee, for a period of six (6) months on a temporary basis, while they continue to be involved in collecting funds for the building of the new library in Union City. Motion carried.**

2. Building Committee: Did not meet.
3. Ad-Hoc Committee (Children's Services Committee): Did not meet
4. Personnel Committee:

- Proposed change to Personnel Manual: **Motion made by Gay, supported by Reppert to amend the Personnel Manual to include the health insurance amendments that are highlighted in yellow on the handout. Motion carried.**
5. Finance Committee: Did not meet.
 6. Technology Committee / Children's Internet Protection Act: Did not meet.
 7. Director's report: Mills reports.
 - Report on file.
 - Reminder of Millage Hearing August 20th at the Quincy branch, for the Branch District Board meeting.
 8. Automation Report: Rucker reports.
 - The switch from Charter to CBPU for our Internet service at Quincy and Bronson branches went smoothly.
 - I got our new servers installed and the database transferred over without incident. While TCL and Dell won't provide support anymore for the old servers, they are still good machines and we will put them to work again soon. I will use them for off-site nightly data backups at one of the Branches.
 - We are scheduled for the MeLCat implementation. We are now sending data back and forth, getting our data to match the formats that MeLCat requires. 4 of us will attend a training session on August 2 in Adrian.
 9. Statistical Reports
 - Book Budget: 2007 (Placed on file.)
 - Monthly Statistical Report: June 2007 (Placed on file.)
 - Capital Projects: June 2007 (Placed on file.)

NEW BUSINESS

None

INFORMATION ITEMS

- Patron Feedback: Placed on file.

EXTENDED PUBLIC COMMENTS:

None

ADJOURNMENT:

Motion made by Frick, supported by Kne to adjourn the meeting at 6:55 p.m. Motion carried, meeting adjourned.

Respectfully submitted:

Gayle Clover
BDLS Board Secretary

Gina Horn, Recording Secretary

The Branch District Library System will provide necessary reasonable axillary 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.