

Branch District Library
10 E. Chicago St.
Coldwater, MI 49036

Meeting of the Branch District Library Board
3rd Floor Meeting Room

November 16, 2009
6:00 p.m.

MEETING CALLED TO ORDER

President Cherry calls the meeting of the Branch District Library Board to order at 6:00 p.m..

PRESENT FOR ROLL CALL

Dorothy Cherry, President; Jack LaForge, Vice President; Gayle Clover, Secretary; Pat Kne; Lynda Chan; Bonnie Frick; Georgann Reppert.

ABSENT FOR ROLL CALL

None

ALSO PRESENT

Bruce Mills, Library Director; Jeanne Berg, Circulation Supervisor / Bookkeeper / Tech Services Coordinator; Lynnell Eash, Bronson Branch Manager; Nola Baker, Coordinator of Adult Services;

APPROVAL OF THE AGENDA

Motion made by LaForge, supported by Frick, to approve the agenda as ammended.

Motion carried.

BRIEF PUBLIC COMMENTS

Sebald - Reminds the BDL board that it is important to keep the lines of communication open between them and the townships. "For libraries to exist into the 21st century librarians need to go into their communities, study the needs of the community, and tailor their library services to meet those needs." One of the things Sebald has discovered while lobbying people for the library in Union City is that, many people don't see the library as a necessity; they see it as an amenity. The statistics show what happens when a library advocate goes into the community and talks to people about the library. Sebald feels that librarians or library advocates need to go into the communities on a continual basis and assess the community needs and let community leaders know how the library is meeting those needs. That will improve statistics and prove to those people that libraries are a necessity,

rather than an amenity.

Cherry – Agrees with Sebald and that there are some board members who attend the meetings of the various advisory boards and Friends meetings as well as municipal meetings and we would like to see more representatives be active within their branch's community.

APPROVAL OF MINUTES

Motion made by Reppert, supported by LaForge, to approve the minutes of October 19, 2009 as corrected (the addition of Ture Farwell as the name of the student who is doing a job shadow program with the library). Motion carried.

FIRST READING OF THE BUDGET OF 2010

LaForge reports: The Finance Committee would like to recommended to the board the proposed budget, with a 2% raise, leaving in enough money for the step increase, but not authorize payment of any step-increase until the issue is cleared up.

Motion made by LaForge, supported by Frick, to suspend step-increase to all hourly employees pending legal review and consideration by the Personnel Committee. No further discussion. Vote 4 yes, 2 no and the motion carries.

CORRESPONDENCE

Resignation letter from Jack LaForge, to be effective December 31, 2009.

FINANCE

1. Approval of Bills: October 23 & November 06, 2009 **Motion by LaForge, supported by Kne, to approve the bills of October 23rd & November 06, 2009 as submitted. Motion carried.**
2. Financial Report: October 31, 2009, & 2008 (Placed on file.)
3. Penal Fine Chart: October 31, 2009 (Placed on file.)
4. Bronson Fiduciary Fund: October 2009 (Placed on file.)
5. Glenn Barnett Fiduciary Fund: October 2009 (Placed on file.)

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 1. Alganssee Branch – Mills reports.
 1. Story-time is going well. We are reading books and doing crafts.
 2. Lots of new books, dvd's and books on cd's are coming in for adults and children.
 3. Tuesday we will be playing games for story-time.
 4. We would like to thank Jim & Lynnell Eash for picking up walnuts.
 5. The Alganssee Friends will be selling walnut meat again this year.
 2. Bronson Branch – Eash reports.

1. These are some of the meetings I have attended in the past month: Bronson City Council; Bronson Township; Chamber of Commerce; library staff meeting; weekly building update meetings; fundraising committee meeting with the Bronson Friends group; a regular Friends meeting; and fundraising events.
 2. Our programs include a weekly pre-school story-time; 2 different movie nights (one for children and the other for adults); the in-between club; teen club; book discussion. The Altrussa club came in for Make-a-Difference Day and showed the kids how to make a book.
 3. Next year Eash would like to visit surrounding township's to encourage them to visit the library. Sometimes people think that the Bronson library is only for Bronson people. We try to emphasize the fact that Bronson is a part of the Branch District Library System and those people are entitled to visit any of the library's branches.
 4. Building project: They broke through the wall today and are putting up drywall. The outside is pretty much done, although they still have to put the doors on. The elevator should be coming either this week or next week. The foreman said he has never been on a job in this small of an area with so many sub-contractors working at the same time as their crew. Friday they had 4 different inspections and were able to pass all 4.
 5. We are selling nuts again.
3. Coldwater Central Branch – Baker reports.
 1. We had a small turnout for our Flu Clinic, which was presented by the Red Cross.
 2. We will be having a Resume' workshop on December 2nd.
 3. The adult fiction area is open.
 4. Coldwater Public Library (Holbrook Heritage Room)
 1. Minutes from November 9, 2009.
 5. Quincy Branch – Frick reports.
 1. Teen Read Week was celebrated at Quincy.
 2. Quincy Friends had a book sale with a special offer this year. Buy a book-bag and fill it for free.
 3. Story hour makes the library a busy place on Friday mornings. There are usually up to 20 children. Last month they read the Michigan Reads book, *Pout-Pout Fish* and colored pumpkins and squash.
 4. Computer use, especially the wireless service is very appreciated by the patrons.
 5. Martin Schmucker finished up the two cabinets. We are really happy with them. They look wonderful.
 6. The Quincy library will be on the Home Tour December 5th. The

- Federal flag will not be finished in time for the Home Tour.
7. We are waiting for the desk unit that will be used for the ScanPro microfilm reader.
 8. Our condolences to Mary Jo Krantz for the death of her husband.
 9. The computers at Quincy now have a half-hour time limit.
6. Sherwood Branch – Horn reports.
1. We collected some walnuts (250 pounds) but the price dropped from \$12 per hundred pounds to \$6 per hundred pounds. It was really disappointing.
 2. We had Library Game Day on November 14th. Several patrons played board games and most of us found out we are not smarter than a 5th grader.
 3. Story Hour is on Thursday, from 4 to 5. We have several pre-school age patrons that join Mrs. G for a story and crafts.
 4. December 10th from 3:30 to 4:30 the Sherwood and Union branch libraries will be co-sponsoring The Spoon Man at the Union City Elementary. Community Unlimited will provide busing for Union City students who would like to stay after school to attend this program.
7. Union Township – No report.
2. Building Committee: Did not meet.
 3. Ad-Hoc Committee (Plan of Service Committee) Did not meet.
 4. Personnel Committee: Met October 30th.
 1. Full-time staff receiving payment in lieu of health insurance – Due to new laws in effect the board members feel that legal advice is needed. We want to make sure this does not affect other employees who are receiving health insurance benefits.
 2. The Committee members were in agreement to have the library reimburse employees who receive the flu vaccine for this year's flu season. This falls under the Director's jurisdiction, so no board action is needed.
 5. Finance Committee: Met Friday, November 13th.
 6. Technology Committee/Children's Internet Protection Act: Our automation librarian has reported that the library continues to monitor and assures compliance with the Children's Internet Protection Act.
 7. Director's report: Placed on file.
 8. Automation Report: Placed on file.
 1. **Motion made by Chan, supported by Reppert, to approve the expenditure of \$547.25 from Future Automation, for the purchase of a battery back-up system. Motion carried.**
 9. Statistical Reports:
 1. Book Budget: October 2009
 2. Monthly Statistical Report: September 2009
 3. Capital Projects: September 30, 2009

UNFINISHED BUSINESS

— Plan of Service - Tabled until next meeting.

NEW BUSINESS

None.

INFORMATIONAL ITEMS:

— Staff Meeting Minutes (Placed on file.)

— Patron Comments (Placed on file.)

EXTENDED PUBLIC COMMENTS

None.

ADJOURNMENT

Motion made by Chan, supported by Frick, to adjourn the meeting at 7:37 p.m.
Meeting adjourned.

Respectfully submitted,

Gayle Clover,
BDL Secretary

Gina Horn
BDL 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