

Branch District Board Meeting
10 E. Chicago Street, Coldwater, MI 49036

Bronson Branch
207 N. Matteson
Bronson, MI 49028

June 20, 2011
6:00 p.m.

MEETING CALLED TO ORDER

The meeting of the Branch District Library Board was called to order at 6:00 p.m.

PRESENT FOR ROLL CALL

Dorothy Cherry, BDL Board President; Pat Kne; Georgann Reppert, BDL Board Vice President; Phil Anderson; Lynda Chan

ABSENT

Bonnie Frick, Gayle Clover

ALSO PRESENT

Bruce Mills, BDL Director; John Rucker, BDL Assistant Director/Systems Administrator; Gina Horn, BDL Secretary/Sherwood Branch Manager; Lynnell Eash, Bronson Branch Manager; Mark Heyvlauff, Bronson City Manager; Mary Jo Krantz

APPROVAL OF AGENDA

Motion made by Anderson, supported by Chan, to approve the agenda with a change in order, moving the Automation Report and Union report to Brief Public Comments. Motion carried.

BRIEF PUBLIC COMMENTS

John Rucker:

1. Union Twp. Library Report: Placed on file.
2. Automation report: The meeting room Calendar is now online so that people can look at our website to see if time is available.

Capital Request from Major District project for 2 flatbed scanners (a replacement for Quincy and an additional scanner for staff use in Coldwater). **Motion made by Anderson, supported by Kne, to approve the expenditure of \$150 from Major District Projects, to replace the scanner for Quincy and an additional scanner for Coldwater. Motion carried.**

Mark Heyvlauff: Introduced himself as the new City Manager and is looking forward to working with the BDL.

APPROVAL OF MINUTES

Motion made by Reppert, supported by Chan, to approve the minutes of May 16, 2011 as submitted. Motion carried.

CORRESPONDENCE

None

FINANCES

1. Approval of Bills May 20, June 03 & 17, 2011: **Motion made by Chan, supported by Anderson, to approve the bills as submitted. Motion carried.**
2. Financial Report: May 2011 & 2010 (Placed on file.)
3. Branch County Penal Fine Report: June 8, 2011 (Placed on file.)
4. Bronson Fiduciary Reserved Fund: May 20, 2011 (Placed on file.)
5. Barnett Fiduciary Reserved Fund: May 2011 (Placed on file.)

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 1. Algansee: Mills reports.
 1. We spent the end of May cleaning shelves and weeding books, making space for the new books.
 2. We had a *Plant Seeds Day*. We painted flowerpots and planted seeds, which are about 3 inches high right now.
 3. We have been really busy with Summer Reading sign-up. So far we have 40 kids signed up!
 4. We had our book sale this weekend, which unfortunately was not well attended.
 5. The Kalamazoo Nature Center will be at the Algansee Library June 29th at 4:00 p.m. We are hoping for good weather.
 6. Jessie is planning lots of crafts every week, she is very good with the children and they all have a good time.
 7. Author, Jerry Morton's cousin, from New York came to visit Algansee. Jerry Morton is the person who left an endowment to the Algansee Branch Library. He wrote *Yesterday in Hodunk: Voices from the Michigan countryside*, as well as, *Back to Algansee: Stories of Now and Then*.
 2. Bronson: Eash reports.
 1. We had 23-classroom tour the Bronson Library Branch in May and June. We have had kids from St. Mary's; Anderson; Ryan and Chicago Street schools. We figured out a way to do 2 tours at the same time. There were times when we had up to 60 children at a time in the library going through the tour.
 2. We are having Noon Movies on Wednesdays. Patrons can bring their lunches and eat while they watch the movie. Our first show we had 40 kids.
 3. Preschool Story-time is on Friday with 37 children attending and crafts in the afternoon.
 4. This Tuesday we have Joel Tacey coming to do a program and we will be having Richard Paul in July.
 5. Summer Reading started on Tuesday and as of Saturday we have 164 people signed up. Right now we have more adults signed up than teens.
 6. John installed the digital signage upstairs.
 7. Our friends group will be the Grand Marshal in the Polish Festival Parade.
 8. We are getting signage for the new barrier-free entrance, which will be Dearth Entrance.
 3. Coldwater Branch: Mills reports.

1. Kids Place report – Placed on file.
2. Nola Baker has resigned and is now the Director at the Hillsdale Library. Mills will be taking over Adult Services. We will not be replacing her for now. When we are in a financial position to hire again we will be looking for someone with archival experience.
3. Coupon Class – 18 people attended the class
4. Friends Book Sale on Saturday and will continue to sell for a few days inside.
4. Coldwater Public Library (Holbrook Heritage Room).
 1. CP: Minutes of May 9, 2011
5. Quincy Branch: Krantz reports.
 1. The Lincoln Train event went well to kick off the Memorial Day weekend. President Lincoln, Quincy's Mayor and others, spoke from the library front steps to a large crowd, then boarded the train to travel back with the passengers to Coldwater.
 2. We have had several class tours at the end of the school year.
 3. The Friends had a very good book sale.
 4. Megan Karney is working at the Quincy branch during the summer to help with the summer reading program.
 5. There will be an art session every Friday.
 6. In July there will be the annual pet parade.
 7. We lost 2 big trees in front of the library. The board would like them replaced with ornamental trees, however the Friends like it better with no trees. There is a suggestion box.
 8. Capital Request: We would like to purchase a new globe from Taylor's Stationers for \$63.59. **Motion made by Anderson, supported by Chan, to purchase a new globe from Taylor's Stationers for \$63.59. Motion carried**
6. Sherwood Branch: Horn reports.
 1. We started Summer Reading Sign-up and have 25 kids signed up.
 2. The Sherwood O.E.S & Masonic Lodge has donated 2 bikes for the summer reading program prizes.
 3. Author, Tess Challis will be coming to the Sherwood branch tomorrow evening at 6:00 to talk about her new book, Radiance 4 life. I will be making several recipes from her cookbook.
 4. Thursday, Joel Tacey will be at the Sherwood branch for his program *One-derful World*. This will take place at 4:00 p.m.
 5. Next Tuesday, June 28th from 6 – 8 p.m. We will be having an *Extreme Couponing* Class. There is a \$5 charge per person.
 6. We have more programs planned for July and August and will report next month.
7. Union Twp Branch – no additional reports.
2. Building Committee: Did not meet.
3. Ad-hoc Committee: Did not meet.
4. Personnel Committee: Did not meet, but will be scheduling a meeting later in the month.
5. Finance Committee: Did not meet.
6. Technology Committee/Children's Internet Protection Act: Did not meet, however our Automation Librarian continues to diligently monitor the system and assures compliance.
7. Director's Report: Placed on file.
 1. Requesting for the purpose of budget reduction, closing on Saturdays for the Coldwater

branch, starting July 2nd. The board asked Mills to meet with the Personnel Committee as soon as possible to come up with a recommendation for the board.

2. Otis Elevator is suggesting we replace the hoist rope for the dumbwaiter. \$2,373 Cherry wants a longer warranty (it is warrantied for 90 days). Add to the front of the form the word to be warrantied for a period of 2 – 3 years. **Motion by Chan, supported by Kne, to approve the expenditure of \$2,373 from Coldwater Capital improvement repair the hoist on the dumbwaiter, provided Bruce can get a negotiate warranty to the life expectancy of the cable. Motion Carried.**

8. Statistical Reports

1. Book Budget: May 2011 (Placed on file.)
2. Monthly Statistical Reports: May 2011 (Placed on file.)
3. Capital Projects: May 2011

UNFINISHED BUSINESS

None

NEW BUSINESS

None

INFORMATIONAL ITEMS

Patron Comments (Placed on file.)

EXTENDED PUBLIC COMMENTS

None

ADJOURNMENT

Motion made by Chan, supported by Kne, to adjourn the meeting. Meeting adjourned at 8:01 p.m.