

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

3rd Floor Meeting Room

September 19, 2011
6:00 p.m.

MEETING CALLED TO ORDER

President Cherry called the meeting of the Branch District Library Board 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; Bonnie Frick, Lynda Chan

ABSENT

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, Lisa Wood, Quincy Branch Manager; Cindy Sebald, Bob Kne,

APPROVAL OF AGENDA

Motion made by Frick, supported by Chan, to approve the agenda as presented. Motion carried.

BRIEF PUBLIC COMMENTS

Sebald: Reminds everyone that September is Library Card Sign-Up week and read part of an article by the Union City Clarion, about library events.

APPROVAL OF MINUTES

Motion made by Chan, supported by Reppert, to approve the minutes of August 19, 2011 as corrected. Motion carried.

FIRST READING OF THE 2012 BUDGET

The Finance Committee has come up with a recommendation to present to the board. The budget will be \$89,310 over if approved. We need to address the nearly \$90,000 shortfall. We have already cut periodicals, book budget and open hours to serve the public. We do have reserves that we can use to cover our shortfall, however we won't be able to do it for long.

- Look at increasing fines.
- Cut the hours at Bronson, Quincy and Union back to 25 hours.

CORRESPONDENCE

None

FINANCES

1. Approval of Bills: August 26 & September 9, 2011: **Motion made by Anderson, supported by Chan, to approve the bills as submitted. Motion carried.**
2. Financial Report: August 2011 & 2010 (Placed on file.)
3. Branch County Penal Fine Report: August 30, 2011 (Placed on file.)
4. Bronson Fiduciary Reserved Fund: August 2011 (Placed on file.)
5. Barnett Fiduciary Reserved Fund: August 2011 (Placed on file.)

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 1. Alganssee: No report.
 2. Bronson: Eash reports.
 1. Keeping track of new card sign up.
 2. Fall programs – The Book Worm (Adult book discussion group) and Jr. Book Worm; Crafts; Teen Club; after school games.
 3. We will be doing something for Banned Book Week, which is the last week of September.
 4. Historical Society will be coming to the Bronson branch to talk about the Branch County History Book project.
 5. We will be holding scrap-booking class.
 6. Friday Tales are in full swing.
 7. Friday night movies will be held once a month.
 8. 3 volunteers are washing books, checking stamps, labeling and other jobs.
 3. Coldwater Branch: Mills reports.
 1. Kids Place report – Placed on file.
 2. Apple Fest book sale – sold about \$80 in books at \$1 per bag.
 4. Coldwater Public Library (Holbrook Heritage Room).
 1. August 8, 2011 minutes of the CPL Board meeting (placed on file.)
 5. Quincy Branch: Wood reports.
 1. Summer Reading program ended well; to reiterate, over 170 signed up, 80 finished the program.
 2. Craft Table – kids make their own crafts out of leftover craft supplies.
 3. Megan Karney did an incredible job as our summer clerk and would be welcomed back next year.
 4. Friends had a table in the front yard of the library during Quincy Daze; better exposure of our group. We gave out 150 bottles of water and sold a good amount of merchandise.
 5. Lisa set up a table during Jennings' Open House to greet new and familiar families and acquaint them with our library.
 6. Sherwood Branch: Horn reports.
 1. Sherwood will be partnering with *One Warm Coat*. We will be collecting coats and winter gear (gloves/mittens; hats & snow pants/snowsuits) from October 1st through December 17th. Anyone in need of warm winter wear can pick them up during library hours at the Sherwood branch. We will also be working with Putnam's Funeral Home,

- the Women's Shelter and area service clubs to make sure the coats get to families in need.
2. I have two wonderful volunteers that have been scanning photos of Sherwood in the 1800's and putting a description with each photo on our website for the public to view and download. <http://www.branchdistrictlibrary.org/branch/> or you can go to our website – hover your mouse over the Reference tab and click on Local History Digital Archive.
 3. I have been in contact with Rev. Dexter from our local church to see if we can use the gymnasium to have a workout class with Wii Dance game. We were able to use the church last year to workout and would like to do it again this year since we have more people that are interested in exercising. Last year we did the workout as part of our Weight Loss Challenge. People can check out workout videos and books to help with weight loss.
 4. One of our local patrons donated 8 scrapbooks that her mother had put together of things that have happened in Sherwood (sports/library and local history related). I will be working with the Director to see where these items should be added.
 5. We continue to have a busy story hour with 4 to 10 children attending. So far all of our story hour children are girls, so we are planning a Fancy Nancy Tea Party on October 27th. We will all (parents as well as children) dress in our fanciest party dresses (including feather boas and fancy hats) and enjoy cookies and punch (or tea). The Sherwood Garden Club will be helping with the crafts for this party.
7. Union Twp Branch – Mills reports.
1. The Dearth Library is “bustling” with a variety of patrons, many new ones as well.
 2. Volunteer hours are increasing and being productive.
 3. Wednesday we held a second class on creating a picture electronic album.
 4. The Finance Building Committee held the last meeting on Monday, September 12th.
 5. Barnes & Noble will demonstrate NOOK on September 19th at 5:30 along with a question and answer time.
 6. Heritage Day in Union City will be held on October 1st. Patricia Polacco will be our first reader/story teller at 10:30, with 11:30 and 1 p.m. readers as well. We will also have a bake sale and used book sale. The building will be open until 2 p.m. but no circ after 12 p.m.
 7. On the statistical report of note: 52 new patrons were added, an increase of 30 over July stats. WI-FI usage increased by over 200; 565 more checkouts. All is going well.
 8. Capital Request for a wall-mount or cart for a TV DVD player. Motion by Phil, supported by Reppert for \$1,000 for a wall mounted or cart mounted TV and DVD or what Rucker recommends. **Motion by Phil, supported by Reppert to table wall mounted TV/DVD pending more information.**
2. Building Committee: Did not meet.
1. Estimate for window coverings from Willowbrook Interiors and MSC Blinds & Shades. **Motion by Reppert, supported by Anderson to table the blinds until next month.**
Motion carried.
3. Ad-hoc Committee: Did not meet.
4. Personnel Committee: Did not meet.
5. Finance Committee: Did not meet. Technology Committee/Children's Internet Protection Act: Did not meet; however our Automation Librarian continues to diligently monitor the system

- and assures compliance.
6. Director's Report: Placed on file.
 7. Automation Report: Placed on file.
 8. Statistical Reports
 1. Book Budget: June 2011 (Placed on file.)
 2. Monthly Statistical Reports: June 2011 (Placed on file.)
 3. Capital Projects: June 2011 (Placed on file.)

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Resolution Regarding the 2012 Meeting for the Branch District Library Board – **Motion by Frick, supported by Kne, to approve the amended resolution regarding the 2012 meetings with the 3rd whereas changed to scheduled or cancelled.**
Ayes: 5 Nays: 0 Absent: 2
2. BDLS Library Closing Dates for 2012 – **Motion by Reppert, supported by Anderson, to approve the closing dates for 2012.** **Ayes: 5 Nays: 0 Absent: 2**

INFORMATIONAL ITEMS

Patron Comments (Placed on file.)

EXTENDED PUBLIC COMMENTS

None

ADJOURNMENT

Motion made by Kne, supported by Clover, to adjourn the meeting.
Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Bonnie Frick,
BDL Secretary

Gina Horn,
Recording Secretary

The Branch District Library System will provide necessary and 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

