

# FINAL DRAFT

3/16/92

BRANCH DISTRICT LIBRARY  
BOARD MINUTES  
SPECIAL MEETING  
30 DECEMBER 1991  
9:00 A.M.

**PRESENT:** Orville, Tim, Richard, Carol, Vivian, Clare,  
Phyllis, Greg

**ABSENT:** Bill, Terry

**MINUTES:** A, Tim moved, Vivian seconded, to approve the  
Minutes of December 16, 1991. Approved.

**FINANCES:** A. Tim moved, Carol sec., to approve the final  
November 1991 financial statemnt. Approved

**OLD BUSINESS:** A. Hearing of the adoption of the '92 Budget  
open to Public comment:  
Jane Baldwin (main spokesperson) and other  
members of the Quincy Library Advisory Board  
and Bernard Friend and other members of the  
Quincy Township Board were present to comment  
on the following items that would affect  
budgetary items.

In working for the District Millage, the  
Quincy Board emphasized that the librarian &  
clerk would be better off financially and the  
library in Quincy would be opened longer hours  
& have better services. The District is  
extending the hours at the Branches and are  
meeting the wages of the librarian & clerk,  
but the problem in Quincy is the hours and  
stipends that the Quincy Township had  
supplemented to the County library branch will  
no longer be given. It is the Township Board's  
feeling that the passing of the Millage should  
handle this. Therefore, the Quincy Branch will  
not realize any extended hours. The District  
is just picking up what the Township had done  
in the past. One suggestion, is to shift  
funds since Quincy does not need book money as  
much as it does staff.

Other comments were made pertaining to the  
Quincy concerns. (See attached statement) The  
District Board asked to be able to discuss  
these challenges and try to solve some of the  
problems as it formed its' short-term & long-  
term goals as a new District.

Hearing closed at 10:17 A.M.

Meeting was reconvened 10:31 A.M.

Three additional items were added to agenda:

1. OLD BUSINESS: F. Reply to Quincy fax  
statement.
2. NEW BUSINESS: B. Request from Bernard  
Friend  
C. Resolution of authority -  
bank account

Carol moved, Tim sec., to add these items to  
the Agenda. Approved.

**OLD BUSINESS CONTINUED**

- A. Board discussion of Budget. Tim moved, Vivian  
sec., to adopt '92 Budget dated 12/10/91 with  
Capital Outlay Budget dated 12/16/91. Motion  
to call the question by Tim, sec. by Vivian.  
No discussion. Approved. Motion to adopt the  
budget was approved.
- B. Tim moved, Clare sec., to approve the official  
paid holiday schedule (attached). Approved.
- C. Tim moved, Clare sec., to purchase a manual  
paper shredder at cost of \$ 149.00. Approved.
- D. Carol moved, Vivian sec., to get the County  
estimate for administrative charges in WRITING  
for continuance of Phyllis' retiremt & Blue  
Cross. Approved.
- E. Transfer of funds will take place on or about  
January 3, 1992.
- F. Tim moved, Carol sec., to send District Board  
response as amended to Quincy Library Advisory  
Board fax of 12/16/91.

**NEW BUSINESS:**

- A. Vivian moved, Orville sec., to purchase a  
rebuilt check protector w/ signature plate at  
total of \$ 1015.00 Approved.
- B. Addressing the request from Bernard Friend,  
Quincy Township supervisor, to send all  
township supervisors copies of the District's  
monthly agenda and minutes, the District Board  
will add to its Administrative policy that  
said copies will be sent to all the Branches  
to be made available to the public.
- C. Tim moved, Vivian sec. to adopt Resolution  
granting authority to open deposit account.  
see attached. All present: Yes. Absent: Bill  
Approved.

Meeting adjourned at 12:00 P.M.

*Respectfully submitted,  
Carole Brown  
(2/26/92)*