

10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM

BOARD MINUTES
SEPT. 20, 1993
CENTRAL LIBRARY
4:10 p.m.

PRESENT: Richard Sharland, Tim Miller, Jeanne Berg,
Martha Hamp, Carol Brown, Vivian Slisher and
Dee Knapp.

ABSENT: Bill Stewart. Excused.

AGENDA: Tim moved, Jeanne seconded, to accept the
Agenda. Approved.

MINUTES: Vivian moved, Tim seconded, to accept Board
Minutes of August 16, 1993, with minor typo
correction. Approved.

**BRIEF PUBLIC
COMMENTS:** None.

FINANCES:

1. Tim moved, Carol seconded, to approve
Financial Statement dated Aug. 31, 1993.
Approved.
2. Jeanne moved, Vivian seconded, to pay
Vouchers 252-300 plus five additional
bills totaling \$6,430.82 on sheet dated
9-20-93. Approved.

**PENDING
BUSINESS:**

1. Branch liasions reports:
 - a. Coldwater met 9-14-93. They were
pleased with the financial statement
prepared by Amy Harmon
 - b. Bronson has not met this month.
They were waiting for another bid on
lighting, which they now have. The
question of finances between City,
Township and District has been solved.
 - c. Quincy is planning an Open House in
October to show off their new carpet
and completed painting.
 - d. Union reports bids on new shelving
delayed; information on new phone
system given.
 - e. Sherwood has accepted floor painting
bid which the Township will pay.

-Con'd.

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NEW BUSINESS:

1. Board picnic for employees will be Saturday, October 16, from 1-5 PM at the farm of Richard Sharland. Jeanne Berg will do the invitations and she and Carol will coordinate the food. Richard is donating and will roast his homegrown turkeys and handle the games and hayride.
2. Director's report:
 - a. Personnel:
 1. Automation/Reference Librarian position will be posted in "Library Journal".
 2. Two new employees were hired - Marilyn Byers (21 hr. position) and Sandy Patterson (9 hr. position).
 3. The first Employee of the Month is Linda Johnson for her outstanding public service, teamwork and completion of the major project of remodeling at Quincy.
 - b. Tim moved, Vivian seconded, to move Undesignated Fund of \$7,814.32 to Operating Fund. Approved. Jeanne moved, Carol seconded, to adopt Revised Budget received 9-21-93 with addition of \$3,000 in health insurance line. Approved.
 - c. VanBuren, Monroe, Adrian and Branch can team up to hire a consultant to assess all four libraries' automation needs in implementing, training, etc. Our cost, approximately \$2,000. Tim moved, Jeanne seconded, to proceed with consultant. Approved.
 - d. Patron complaint on the book Jesus, A Life - Carol moved, Tim seconded, to continue with our policy of intellectual freedom and thus we cannot withdraw the book. Approved. Dee had discussed this policy with the patron and will include in a letter that we recognize our collection in this area may need balance.

-Con'd.

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3. Tim moved, Jeanne seconded, to renew Woodlands contract. Approved.
4. Tim moved, Carol seconded, to adopt the Sherwood Township branch's Financial Procedures. Approved.

**INFORMATIONAL
ITEMS:**

1. August, 1993, Service Report noted.
2. Penal fines chart noted.

**EXTENDED PUBLIC
COMMENTS:**

None.

ADJOURNMENT:

Meeting adjourned 6:05 p.m.

Submitted by:

Carol Brown, 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 weeks' notice to the Branch District Library System. Individuals with disabilities requiring auxiliary aids or services should contact the Branch District Library System, 10 East Chicago St., Coldwater, MI 49036. 517-278-2341 FAX 517-279-7134.

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