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10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM

BOARD MINUTES
FEBRUARY 19, 1996
CENTRAL LIBRARY MEETING ROOM
4:10 p.m.

PRESENT FOR ROLL CALL

Marilyn Ashdown, Jeanne Berg, Carol Brown, Marcia Carman, Richard Sharland, John Swanson, Jeanne Unterkircher and Director Mary Hutchins.

ABSENT

None.

ALSO PRESENT

Bruce Guy, Automation Librarian, and Linda Hudson, rep. BDLHEA.

NEW BUSINESS

1. Welcome to John Swanson, new Board member.

APPROVE AGENDA

Ashdown moved, seconded by Berg, to move Chamber Of Commerce Rep., Bob Redmond, ahead in Agenda when he arrives. Carried.

APPROVAL OF MINUTES

Berg moved, Brown seconded, to approve Regular Board Minutes of Jan. 15, 1996. Carried.

PENDING BUSINESS

1. Chamber of Commerce presentation on technology project:
Bob Redmond, rep. of Chamber of Commerce, reported they were still interested in the cooperative effort with the Branch District Library System to increase the capacity for more Internet service to the community. C of C primary concerns are to maintain equity of access and help market Branch Co. There is a question of reasonable expectation to recoup any money loaned the BDLS to do this.

Another issue: home pages for members may not be a shared endeavor because of new server charges. Redmond is meeting with both Merit and MichNet on this.

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CORRESPONDENCE

1. Library of Michigan: State aid on way.
2. Mike Nye's proposal is dead and the penal fines will be left with the libraries.
3. MLA reports that poll results indicate libraries seem to be against requiring elected boards.
4. Library of MI millage/bond issue workshop to be held 3-13-96. Registration deadline 3-1-96.
5. Notification of Union City village tax abatement.
6. Solicitation to join Downtown Business Assoc.
7. Four Corners Art Festival request for restroom use.
8. Request for statement that BDLS owes no balance to Biringer, Hutchinson & VanDoren, PC.

BRIEF PUBLIC COMMENTS

None.

FINANCES

1. Penal fines noted to be low.
2. Berg moved, Carman seconded, to pay bills. Carried.
3. Financial Statement not available due to audit work.

PENDING BUSINESS

2. Liaison Reports:
 - a. Coldwater: Ashdown attended & reported that the main topic was the Heritage Room.
 - b. Bronson: Unterkircher reported status quo.
 - c. Quincy: Brown reported their concern for financing a new roof and handicap assessibility. Also concerned about being ready for the Internet.
 - d. Union: Carman, Sharland & Hutchins went to the Township meeting. Carman reported they are moving along great with barcoding.
 - e. Sherwood & Algansee: Hutchins reports that both these branches are already planning for the Summer Reading Program.
3. Director's report:
 - a. Long range plans presented from Hutchins, Kessler & Guy.
 - b. Maintenance problems in driveway; working with Court House maintenance.
 - c. Woodlands grant to digitize Heritage Room to put on Internet is moving along.
 - d. City Hall basement storage: some boxes got wet, some records which can be discarded, can be shredded. Should investigate putting on CD's what we need to keep.

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- e. Long overdues: Berg moved, Brown seconded, to allow Hutchins & Kessler discretion to deal with them. Carried.
 - f. 1/3 of circulation is juvenile books; our book budget does not reflect this.
 - g. Added 188 new borrowers in January.
 - h. Woodlands Library report on population & number of volumes was presented as a means to measure BDLS against nearby libraries. Our collection is relatively low.
 - i. Putnam Funeral Home will provide material on the bereavement process and asked if they could use their own bookplate. Our policy: use the standard bookplate that BDLS has.
4. Update on BC/BS: Employees finally have their policy booklets. We will look at other sources.

NEW BUSINESS

2. Resolution for change of meeting time will be voted on in March.
3. BDLS/Chamber of Commerce Technology Comm.: appointment of representative put on hold.
4. Ashdown moved, Unterkircher seconded, to sell the surplus AV equipment to a buyer for \$75.00. Carried.
5. Berg moved, Brown seconded, to adopt Policy On The Commercial Use Of Library Space. Carried.
6. Brown moved, Berg seconded, to add Director's suggestion to the Policy On Out-Of-County Use Of Internet to require a BDLS library card. Carried.
7. Carman moved, Ashdown seconded, to adopt Policy On Internet Refunds. Carried.
8. Brown moved, Carman seconded, to adopt Policy For Issuing Juvenile Library Cards. Carried.
9. Art Festival bathroom access: Since we will be opened during the Art Festival, the restrooms will be available for public use.
10. Downtown Business Assoc. membership: No.
11. Berg moved, Ashdown seconded, to authorize Sharland to sign a thank you letter to James Seidl, Director of Library Coop. for providing Windows computer training to our staff (21 people at no cost). Carried.

INFORMATIONAL ITEMS

1. Penal Fines chart.
2. The book The End Of Education was placed in the library in honor of Tim Miller, former Board member.

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EXTENDED PUBLIC COMMENTS

None.

PENDING BUSINESS

5. Berg moved, Ashdown seconded, to go into closed session to discuss contract issues at 5:50 p.m. Carried. Ayes 7; Nays 0; Absent 0.
6. Berg moved, Brown seconded, to reconvene Board Meeting at 6:15 p.m. Carried. Ayes 7; Nays 0 Absent 0.

ADJOURNMENT

6:17 p.m.

Respectfully submitted,

Mary Hutelius for Carol Brown
Carol Brown, Board 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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