

10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM
BOARD MINUTES
JUNE 17, 1996
SHERWOOD TOWNSHIP LIBRARY
5:00 p.m.

PRESENT FOR ROLL CALL

Marilyn Ashdown, Jeanne Berg, Carol Brown, Marcia Carman, Richard Sharland, John Swanson (5:15 p.m.), and Director Mary Hutchins.

ABSENT

Jeanne Unterkircher (excused).

ALSO PRESENT

Carolyn Robbins, Branch Manager.

APPROVE AGENDA

Brown moved, Carman seconded, to approve the Agenda. Carried.

APPROVAL OF MINUTES

Berg moved, Ashdown seconded, to accept the Minutes of the May 20, 1996, Board meeting. Carried.

CORRESPONDENCE

1. Thank you notes from Stephanie Davis, Bronson Clerk, and Rhonda Galvin, Union City Clerk, for sending them to the Petoskey workshop.
2. Stephanie Davis' notes from the workshop.
3. Notification from Library Of Michigan that George M. Needham has been appointed new State Librarian.
4. Union City has received and so informed BDLS that Griswold Machine & Engineering, Inc. has applied for a tax exemption certificate with plans for a new addition.
5. Regarding multi-age child care facility which BDLS is part of the planning committee: Kellogg Foundation has received a grant for this and will put it forth for consideration. Our part is library materials, ideas, etc.
6. Notice from Woodlands Library Coop listing LSCA grants awarded. Those that affect us are the Internet Center grant of \$40,291.00, the Regional Summer Reading Program grant of \$2,300.00 and the Southern MI Region Of Cooperation Base grant of \$11,683.
7. Merit Network Commitment: copy of certified BDLS commitment to pay a portion of MichNet dial-in site in Coldwater, K-12 project.

-con'd.

DRAFT

BRIEF PUBLIC COMMENTS

None.

FINANCES

1. Approval of bills: Brown moved, seconded by Carman to approve bills. Carried.
2. Financial Statements: Berg moved, seconded by Ashdown, to accept the Financial Statement. Carried.
3. Penal fines chart noted.

PENDING BUSINESS

1. Report on Union Township meeting: Rev. Gaylon Majors offered his support for the library and will contact someone to get the large unused voting machines out of the Union Township library.
2. Liaison Reports:
 - a. Coldwater Public Library: A July 1 volunteers meeting including new recruits is planned. Randall Hazelbaker has filled the vacant position on the board.
 - b. Bronson: Summer Reading Program.
 - c. Quincy: Summer Reading Program in progress, talking about hiring a grant writer re the roof/lift project; need clarification of City of Coldwater millage.
 - d. Union: Status quo with Summer Reading Program.
 - e. Sherwood: Status quo with Summer Reading Program and going strong with visits from schools.
 - f. Alganssee: Status quo. Gwen was able to attend the staff meeting.
3. Director's report:
 - a. Relocating frequently asked for information on College & Career to the Reference room.
 - b. Painting contract with Mr. Saur is signed. Former paint dealer, James E. Bryan, will inspect each phase of work.
 - c. BDLHEA re-elected their present officers.
 - d. Good public relations responses from people coming in to use restrooms during the Art Fair.
 - e. Downspout problem - will contact Braman.
 - f. Bruce is doing computer inventory for us.
 - g. Since the municipalities were dismissed from supporting the new district library because it draws its support from county millage, the City of Coldwater mill has never been part of BDLS revenue. The re-use of that mill left as a city budget item concerns only the City of Coldwater and its voters except for the adverse publicity it has on the district.

-con'd.

h. Director will meet with Equalization Director Barbara Jones to follow-up on info received at the Howell meeting regarding finances. Also director would like a board member to attend a meeting with County Administrator in near future. Jeanne Berg volunteered.

i. Amy Harmon has left for a full-time position and Amy Keller has replaced her but may be leaving in the fall. Problem: a degreed person will always leave because position is only part-time and low pay. Need to downgrade position not to be advertised as accounting position. Looking ahead then to hire two qualified people with some of the Internet revenue to replace Bruce Guy at reference for some hours. Much discussion followed.

j. Willard Library in Battle Creek passed increased millage of 1.6 mill which is 75% of their budget. Alleviates much of the problem of revenue! If BDLS were to ask for increased millage, it must be phrased so not to lose current millage.

NEW BUSINESS

1. Annual Report: Annual Report presented by Director. She would like to revamp the info format to use more relevant material and statistics and assign resources.

2. Report on District Library meetings: Brown & Hutchins gave a report on "Managing The District Library" from 5-23-96 Howell meeting. (Notes included in the board's packets.) Ashdown gave a report on the meeting she and Hutchins attended which dealt with subjects of personnel, Americans With Disability Act, conducting interviews, equal employment rights, lawsuits.

3. Insurance bids: Director recommends we stay with present BC/BS program at this time after investigating other options. Will continue to look for cost effectiveness and suggest to MLA an association of district libraries to negotiate for insurance.

4. Personnel changes: Berg moved, Brown seconded, to support the personnel committee's recommendation to accept director's request to do any realigning and job description for the "bookkeeper's position". Carried.

INFORMATION ITEMS

Noted.

EXTENDED PUBLIC COMMENTS

None.

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BDLS Board Meeting
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ADJOURNMENT

Adjournment: 6:53 p.m.

Submitted by:

Mary Hudkins 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.

