

pub bk

10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM
BOARD MINUTES
AUGUST 19, 1996
ALGANSEE LIBRARY
5:00 p.m.

PRESENT FOR ROLL CALL

Marilyn Ashdown, Carol Brown, Richard Sharland, John Swanson, Bruce Guy and Director Mary Hutchins.

ABSENT

Jeanne Berg, Marcia Carman, Jeanne Unterkircher, all excused.

ALSO PRESENT

Gwen Dove, Algansee Branch Manager.

APPROVE AGENDA

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

APPROVAL OF MINUTES

Ashdown moved, Swanson seconded, to accept the Minutes of the July 15, 1996, Board meeting. Carried.

CORRESPONDENCE

1. Informed by City Clerk/Assessor Gerald Boguth, that Multi-Tech Industries, Ltd. has applied for tax abatement. This would affect library millage if approved.
2. From Jim Seidl, Director of library coop: House Bill #5993 will be discussed at Advisory Council meeting.

BRIEF PUBLIC COMMENTS

None.

FINANCES

1. Ashdown moved, Swanson seconded, to approve bills. Carried.

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2. Brown moved, Ashdown seconded to accept the Financial Statements of June & July. Carried. Hutchins will get clarification of the Special Revenue Fund.
3. Penal fines chart: noted with question on annual amount going to county law library.

PENDING BUSINESS

1. Report on Bronson meeting noted.
2. Liaison Reports:
 - a. Coldwater Public Library: No August meeting.
 - b. Bronson: In need of carpet.
 - c. Quincy: Status quo.
 - d. Union: The big voting machines have been removed; childrens' author, Patricia Polocco, took part in the Summer Reading Program.
 - e. Sherwood: Given an unused dehumidifier from Central.
 - f. Alganssee: Status quo.
3. Brown reported that another meeting of the reserve circulation committee is needed before a policy recommendation can be given.
4. Director's report:
 - a. Branch County Community Foundation grant of \$1,000 given for new books on grieving and dying.
 - b. Ballot proposal to delete City of Coldwater library millage is pending.
 - c. 15% tax abatements are being studied by the Coldwater City Council.
 - d. Success of Summer Reading Program at Central was great with 22% higher than last year. Also a 34% increase in circulation due to giving out "book bucks" and the 6-8 year old story time. Computerized circulation really had made a difference in service.
 - e. Good cooperation from Rumsey & Watkins in our change over in bookkeeping.
 - f. Mary Cook is doing a good job.
 - g. There was a bat in Kids Place due to work in the attic.
 - h. Had a false fire alarm due to possible overheating of elevator which triggered a necessary all day inspection (\$800.) by library contracted Alltronics Security Co. in compliance with the state.
 - i. Painting of building is coming along.
 - j. Bruce, Christie and Mary go to a MLA sponsored meeting in Lansing on August 23, dealing with intellectual freedoms and censorship issues. Barb Burkhardt will be on duty.

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k. Contacted Unique Management Services, a collection agency which specializes in library delinquent accounts.

l. Bruce has barcoded the computers at the three larger branches and now is the time to talk to the insurance agency regarding question of inventory coverage of automation.

m. The monthly Statistics Report will be fine tuned.

NEW BUSINESS

1. Proposal on heating/air conditioning contract: Brown moved, Swanson seconded to accept Aker, Inc. heating/air conditioning contract for one year. Carried.

2. President Sharland appointed Berg, Brown and Sharland as the negotiating team to work with BDLHEA.

3. Service club membership policy:

a. Ashdown moved, Brown seconded, to adopt proposed policy. Motion withdrawn after discussion of policy motion.

b. Ashdown moved, Brown seconded, to adopt proposed policy as amended. Carried. (See proposed policy.)

4. Swanson moved, Brown seconded, to approve Woodlands delivery contract for another year. Carried.

5. Automation Report: Bruce Guy.

a. After much discussion, Swanson moved, Ashdown seconded, to approve "frame relay project" at total cost of \$10,721.30, as presented. Carried. Majority of funds have already been budgeted.

b. Internet renewals and new accounts are coming along very nicely. Some \$6,000 in August so far has been added to the Special Revenue Fund.

c. Recent installation of modems went out within two weeks and were completely replaced under the Merit Maintenance Agreement.

INFORMATION ITEMS

Noted.

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EXTENDED PUBLIC COMMENTS

None.

ADJOURNMENT

Adjournment: 7:12 p.m.

Submitted by:

Melvin Hutchins 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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