

10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM
BOARD MINUTES
JANUARY 20, 1997

5:00 p.m.

PRESENT FOR ROLL CALL

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

ABSENT

Rosemary Smitley.

ALSO PRESENT

No one.

APPROVE AGENDA

Swanson moved, Brown seconded, to approve the Agenda with addition. Motion carried.

Seating of Board Member, Rosemary Smitley, postponed due to absence while on vacation.

BRIEF PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Swanson moved, Berg seconded, to accept Minutes of the 12-16-96 Board meeting. Motion carried.

CORRESPONDENCE

1. Notification from County Commissioners:
 - a. Richard Sharland has been re-appointed and Rosemary Smitley has been appointed to four-year terms, 1-1-97 through 12-31-2000.
 - b. County budget of penal fines to library: \$210,000.00. Judge Coyle had assured us of \$200,000.00.
2. Thank you from Sandy Cunningham for recognizing her additional responsibilities.

-con'd.

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3. Passouts for this year:
 - a. Mileage forms.
 - b. Form for recommendation of future board members.
 - c. Copy of Agreement Of Purchase Of Computer Equipment.
 - d. Status of Internet fund.
 - e. Strategic Planning information.

FINANCES

1. Ashdown moved, Berg seconded, to approve bills. Motion carried.
2. No Financial Statement due to auditing.
3. Penal fine chart noted: budget was \$180,000 and \$211,000 was taken in. A reference order went in from the extra money.

PENDING BUSINESS

1 & 2. No need for closed session. BDLHEA turned down offer by a 7-2 vote. Only 9 of 20 or 22 members were present. Board and BDLHEA are willing to meet, ~~but nothing else has been heard.~~ *no meeting has been scheduled at this time.*

3. Automation report will be included in Director's Report.

4. Liaison Reports:

- a. Coldwater Public Library: Plans going ahead with genealogy program. Civil War books are for sale.
- b. Bronson: Stephanie Davis will work Mondays at Central to help in Technical Processing.
- c. Quincy: No meeting. Bernard Friend informed Carol Brown that the roof slate is to be delivered 1-17-97 and work scheduled to begin 2-13-97, weather permitting.
- d. Union: Rosemary Smitley is the new liaison.
- e. Sherwood: Will start children's storytime this month or next.
- f. Algansee: Jerry Morton, Lansing author, came to see Gwen again.

5. Director's report:

a. Phyllis Holbrook passed away 1-18-97. Hutchins will represent the library at her funeral.

b. Phone call from Jim Seidl at Woodlands Cooperative: we need to finish tapes to be downloaded into coop. Christie Kessler will take a day or two to do so. Coop also needs commitment from Board by 2-15-97 if BDLS would want to assume all modems after 9-1-97 if the schools and other partners didn't want them. Both Seidl and Guy assures no financial risk.

*Correction:
from
2.17.97
mtg*

- c. Library usage is going up.
- d. Reports of general expenses of and by each Branch available and going to Branches.
- e. Insurance appraisers report done at the estimated \$1,100.00.
- f. Many problems since last meeting, especially with building maintenance:
 - 1. Ballast odor from basement light fixture; also strong odor caused by a defective furnace part.
 - 2. BPU totally knocked out on 12-18-96. All our machines needed re-booting. (Bruce went on vacation.)
 - 3. On 12-24-96 the power to the library was knocked out thereby Internet was down. Only half power was restored, causing the elevator to stop working.
 - 4. Two and a half days later, Hutchins along with Merit & Bruce on the telephone from Florida, got everything running again.
 - 5. Outside bookdrop broke.
 - 6. Compact shelving unit at AV burned out.
 - 7. More furnace problems.
 - 8. Also staff illness.
- g. Telephone skills ongoing.
- h. Hoping to buy Books On Tape with Friends Of The Library help. Tapes from Monroe aren't available.
- i. Newly hired Heidi Rawson-Ketchum will get Internet training this week.
- j. More than 900 people are on Internet now. We are at a point to talk with the Board Of Public Utilities and Bob Redmond to set up combined technical support with a backup person for inquiries.
- k. Meetings coming up:
 - 1. George Needham, State Librarian, discussion on the new Library Services and Technology Act March 5 from 2-4 p.m., at KCC, Battle Creek. Any Board member can go with Hutchins and Guy.
 - 2. "Making The Team Work", March 1, 9-4 p.m., Ann Arbor.
 - 3. MLA meeting, March 14 in Flint. Mary Somerville, President of American Library Assoc. will address the theme, "Kids Can't Wait".

NEW BUSINESS

1. Election of officers/Committee appointments:

a. Swanson moved, Unterkircher seconded, to maintain current officers: Sharland, President; Berg, Vice Pres.; Brown, Secretary. Carried.

b. Personnel Committee: Sharland, Berg and Brown.

c. Technology Committee: Sharland, Swanson.

d. Building Committee: Sharland.

2. MLA Legislative Agenda: Ashdown moved, Unterkircher seconded, to support the MLA Legislative Agenda. Carried. This is lobbying on behalf of libraries and cooperatives concerning funding, increased millage caps, library study, Michigan Info Network access and discounts, library law, Library Privacy Act, etc.

3. Swanson moved, Berg seconded, to accept trust of Jeanette Dallen McNall in name of BDLS for the Ernestine Dallen Memorial Fund through the Century Bank & Trust. Carried.

4. Discussed Mission Statement. Suggestion to have more community focus groups.

INFORMATION ITEMS

Noted.

EXTENDED PUBLIC COMMENTS

None.

ADJOURNMENT

Adjournment: 6:26 p.m.

Submitted by:

Mary 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

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