

**10 E. Chicago Street – Coldwater, MI 49036  
Branch District Library System  
Board Meeting Minutes**

**Union Twp Library  
211 N. Broadway  
Union City, MI 49094**

**May 16, 2005  
6:00 P.M.**

President Dorothy Cherry called the meeting to order at 6:01 p.m.

**PLEDGE OF ALLEGIANCE**

**PRESENT FOR ROLL CALL**

Marilyn Ashdown, Secretary; Carol Brown; Dorothy Cherry, President; Gayle Clover; Jack Gay, Vice President; and Carol Walter.

**ABSENT FOR ROLL CALL**

Lynda Chan, arrived @ 6:06 p.m.

**ALSO PRESENT**

Lynnell Eash; Becky Dodge; Bruce Mills, Director; Sandy Patterson; Barbara Riegel & John Rucker

Union Twp. Board: Supervisor, Ralph Strong; Clerk, Terri L. Orris; Treasurer, Elsie Adolph; and Trustee, James Swain.

**APPROVAL OF AGENDA**

**Brown moved, seconded by Walter, to approve the Agenda of May 16, 2005. Motion carried.**

**BRIEF PUBLIC COMMENTS**

Need a bigger building!

**APPROVAL OF MINUTES**

**Gay moved, seconded by Ashdown, to approve the Minutes of April 18, 2005. Motion carried.**

**CORRESPONDENCE**

1. City of Coldwater: Application for Obsolete Property Rehabilitation Exemption Certificate for Fairfield Plaza LLC.

FINANCES

1. Approval of the Bills: **Brown moved, seconded by Clover, to approve the bills of as submitted.**  
**Motion carried.**
2. Financial Statement: Discussed, placed on file.
3. Penal Fine Chart: April 30, 2005
4. Century Bank & Trust April 30, 2005 - Informational.

PENDING BUSINESS

1. Reports from Central and Branch Liaisons:
  - a. **Coldwater Public Library Advisory Board:** Minutes of April 11, 2005

**Central News:** Nothing at this time!

- b. **Bronson:** Gayle Clover reported:

- ~ Paid Mr. Boardman – everything is completed at the Bronson Library. Satisfied!
- ~ Saturday, May 14<sup>th</sup> Bronson held their Book Sale during the citywide garage sale. Fifty-one (51) customers. Made \$200.00 for the Friends of the Library.
- ~ Monday, May 16<sup>th</sup> – 250 students from Ryan School 3<sup>rd</sup> and 4<sup>th</sup> graders visited our library. They were told about checking out books, library cards and the coming Summer Reading Program.
- ~ During the Summer Reading Program - Balloon man – cup-stacking demo -Magic Club – 3 hour program.
- ~ Drawing contest – best dragons, each Friday the children will be allowed to use chalk on the sidewalk.
- ~ Bronson Library Board met and we are asking Mr. Boardman to re-design the library main floor – to see if we want to change things.

- c. **Quincy:** Carol Brown reported:

- ~ April 19<sup>th</sup> Lisa had attended the Annual Friends of the Library meeting along with a number of other Quincy Friends held at the Union City Fire hall. All Branches were represented.
- ~ Thursday, May 5<sup>th</sup> Lisa attended the Genealogy Workshop in Paw Paw, Michigan presented by Southwestern Michigan Library Coop.
- ~ May 6<sup>th</sup> and 7<sup>th</sup> they had the American Red Cross Babysitting Clinic 12 girls attending.
- ~ Wanted to thank John for taking over the projector and screen for the Red Cross video.
- ~ Lisa and Lynnell were at Jennings Elementary during Kindergarten registration. Three days last week and gained 50 new registration cards for the library.
- ~ June 3<sup>rd</sup> & 4<sup>th</sup> Book Sale in the basement.
- ~ Friends Group will be meeting at the library the fourth Tuesday at 4:00 p.m. to get the activities in place for the Summer Reading Program – i.e. SRP Party, 4<sup>th</sup> of July fund raiser, pet parade for the kids, Mr. Jim Cup-Stacking and Pete Stobie from Kalamazoo Nature Center coming.

- d. **Union Twp:** Sandy Patterson reported:

- ~ Twelve in attendance for the Babysitting Clinic.
- ~ Book Sale during the Memorial Day Parade in Union City.
- ~ Big programs for the Summer Reading will include Binder Park Zoo on June 6<sup>th</sup> at 2:00 p.m. to be held at the Congregational Church. Pete Stobie from Kalamazoo Nature Center on July 21<sup>st</sup> at 11:00 a.m. at the Fire hall.
- ~ During Summer Reading we will have Saturday morning programs geared for the children.

**Union Twp Board:** Question from Ralph Strong, concerning conversation with Jerry Hubbard.

Cherry: I called Jerry Hubbard because I heard the library would be moving.

Other concerns of the library were addressed and discussed at length.

e. **Sherwood:** Lynnell Eash reported:

- ~ Received three bids on carpeting. (**Tabled until June Meeting.**)
- ~ Sherwood will be painting the Village meeting area floor and putting on a new roof this summer.
- ~ End of April had a Butterfly Garden Workshop, Gina Horn presented the program.
- ~ Last week finished the pre-school story time for the spring.
- ~ Had our Sherwood book sale on Saturday, with the Sherwood Village garage sale. Raised \$150.00.

f. **Alganssee:** Lynnell Eash reported:

- ~ Lisa and I attended the Genealogy Workshop in Paw Paw, Michigan.
- ~ Lisa and I will be at Jennings Elementary next Monday, Tuesday and Wednesday to present our Summer Reading Club Program.

2. **Building Committee:** Did not meet. Meeting to be scheduled after Board Meeting.

3. **Children's Committee:** Did not meet.

4. **Personnel Committee:** Did not meet.

5. **Finance Committee:** Did not meet.

6. **Technology Committee/Children's Internet Protection Act:** Did not meet.

*(John Rucker, Automation Librarian is continuing to monitor Internet filters to comply with the Children's Internet Protection Act.)*

7. **Directors Report:** May 2005

- ~ Submitted a grant last Friday for a project called "Digitization for Preservation and Access Grant."
- ~ Possible State Budget Cut: Discussed.
- ~ QSAC: Update. Six objectives remaining.
- ~ Remodeling: Bob Stow was here today. Updated drawing of the remodeling area.
- ~ Staff Meeting: Next meeting May 23, 2005.
- ~ Tables for Coldwater: **Chan moved, seconded by Clover, to purchase 2 natural oak computer center tables @ \$5,635.00 per unit plus installation. Brown moved, seconded by Walter, to table this until the next board meeting for price on installation. Motion carried. Chan withdrew her motion.**
- ~ 2005 User Survey – John did a great job! Suggestion of forming an Ad Hoc Committee, to discuss Sunday hours and other library issues. Will make our Children's Committee also our Ad Hoc Committee to bring recommendations to the board concerning the response to the 2005 User Survey. Meeting to be scheduled.
- ~ Havel Bros. - Discussed in length.

8. **Automation Report:** April 2005

- ~ Only a few complaints about the new phone system.
- ~ Spent several weeks on compiling the Survey.
  - Questions:
    - Becky Dodge: Is the survey available to the public?
    - D. Cherry: Can the library carry the State Journal?
- ~ Continuing to work on deploying the new equipment.

9. **Statistical Reports:** Informational items.

- Book Budget: 2005 - Informational
- Use Statistics: April 2005 - Informational
- Capital Projects Report: 2005 - Informational

### NEW BUSINESS

1. Nothing at this time.

INFORMATIONAL ITEMS

Nothing at this time.

EXTENDED PUBLIC COMMENTS

Ashdown: Does anyone in the library deliver books to shut-ins?

Bruce: Yes, talk with Heidi.

ADJOURNMENT

Gay moved, seconded by Walter, to adjourn. Meeting adjourned at 7:40 p.m.

Respectfully submitted:



Marilyn Ashdown  
BDLS Board Secretary

Barbara Riegel, Recording 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, 10 East Chicago Street, Coldwater, Michigan 49036 – (517) 278-2341 or FAX (517) 279-7134.