

10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System
Board Meeting Minutes
Central Library Meeting Room
3rd Floor
December 19, 2005
6:00 P.M.

President Dorothy Cherry called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

PRESENT FOR ROLL CALL

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

ABSENT FOR ROLL CALL

Lynda Chan (excused); Jack Gay (excused.)

ALSO PRESENT

Phil Anderson; Lynnell Eash; Erica Ewers, Supervisor Algansee Township; Pat Kaniewski; Mary Jo Kranz, Quincy Advisory Board; Carole Maddox; Bruce Mills, Director; Barbara Riegel, Georgann Reppert and John Rucker.

APPROVAL OF AGENDA

Brown moved, seconded by Ashdown, to approve the Agenda of December 19, 2005, with one addition #2 under correspondence – Attorney Lillis letter. Motion carried.

BRIEF PUBLIC COMMENTS ON THE 2006 BUDGET

No one at this time.

ADOPTION OF THE 2006 BUDGET:

Brown moved, seconded by Walter, to approve the 2006 Budget as presented. Motion carried.

BRIEF PUBLIC COMMENTS

No one at this time.

APPROVAL OF MINUTES

Ashdown moved, seconded by Clover, to approve the Minutes of November 21, 2005. Motion carried.

CORRESPONDENCE

1. City of Coldwater – appointment of Georgann Reppert to the BDLS Board. Welcome to the December meeting!
2. Letter from Attorney Charles J. Lillis. Discussed in length. Cherry will contact Attorney Lillis.

FINANCES

1. Approval of the Bills: (11/25/05 & 12/09/05)
Clover moved, seconded by Brown, to approve the bills as submitted. Motion carried.
2. Financial Statement: November 30, 2005 & 2004: Discussed, placed on file.
3. Penal Fine Chart: November 30, 2005: Informational.
4. Century Bank & Trust: November 30, 2005: Informational.
 - ✓ Century Bank & Trust withdrawal; signatures needed. **Walter moved, seconded by Ashdown, to approve the transfer as requested of \$23,902.05 into the general fund, to pay the bills that have been approved so far covered by the Kerr Donation (Mudler's Red Carpet Moving & Storage \$2,061.00; Willowbrook Interiors/Carpeting \$21,841.05.) for the reading area. Motion carried.**
5. Southern Michigan Bank & Trust: Informational.
6. Kerr Donation: Discussed.
7. Bronson Fiduciary Reserved Fund: Informational.

PENDING BUSINESS

1. Reports from Central and Branch Liaisons:
 - a. **Coldwater Public Library Advisory Board:** Minutes of November 14, 2005

Ashdown reported:

- Phyllis Rosenburg came to the CPL Board Meeting and answered questions and talked to the board members. She mentioned about some money that CPL Board has and no record of it.

Mills reported: That they might be mistaken. And I agreed to look into it. The funds in question are in fact Branch District Library Memorial Funds.

Central News:

~ Nothing to report.

- b. **Bronson:** Carole Maddox reported:

- ~ The Bronson Advisory Board had a meeting and decided to purchase the new furnace and air conditioning. Equally paying one-third by the City / Township, 1/3 by the Friends and 1/3 from the Barnett Fund. Bid was under \$5,000.
- ~ I have submitted my letter of resignation this evening to Bruce. My last day of work will be January 20, 2006. Open House planned for Saturday, December 17th 9:00 a.m. - 12:00 a.m., sixty people attended.

- c. **Quincy:** Mary Jo Kranz reported:

- ~ Capital money has been spent. Very quickly! Purchased the flat screen monitor, two protective screens for the monitors, a paper cutter. A stool donated from Longstreet Furniture for the circulation desk. So we were under budget.
- ~ Quincy Advisory Board went thru their By-Laws and updated them.

- d. **Union Twp:** Pat Kaniewski reported:

- ~ Ice is melting at BRU! Last year the Twp. installed a thermostat to melt ice in eaves through and on antennae for computers. It has kept ice off the back wall, so it doesn't freeze on the antennae.
- ~ 10-15 attended the Christmas Craft Projects on December 3, 2005
- ~ 10 Children listened to Christmas stories on December 10, 2005
- ~ I subbed at Sherwood Library on Saturday, December 17th, for an hour so Lynnell could attend Carole Maddox's Retirement Open House. I think a priority there at Sherwood needs to be faster Internet service. I had forgotten how slow Union's used to be.
- ~ Union's year-to-date stats shows we have an 11% increase over last year. Sherwood will soon overtake us, I'm sure.
- ~ Family obligations have kept our new board appointment, Pat Kne, from attending tonight. She says she will be here next month.

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

- ~ Sherwood & Algansee American Girl Christmas Tea Party was held at the Wing House. Thirteen girls attended and eleven from Algansee. A total of 24. Girls and mom's showed up. We had to divide the group up. They brought their American Dolls with them.
- ~ I'm working on 2006 Activity Schedule.
- ~ 10% increase so far.

f. **Algansee:** Lynnell Eash reported:

- ~ American Girl Christmas Tea Party at the Wing House. Eleven attended.
- ~ I have been having a Boy's Club – one little boy attended.
- ~ Algansee photos donated. Paintings from the Algansee area.
- ~ Monthly/yearly shows Algansee down 22%. Reason two families moved, three other families - a mom going back to school; another mom got a job; slowly getting people back in.
- ~ December 31st will be my last day at Algansee.
- ~ The Friends Group will be having an Open House Wednesday, December 21st.

2. **Building Committee:** Did not meet.

3. **Children's Services Committee / Ad Hoc 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:** December 2005:

- ~ Algansee Opening: Janice Clark has applied.
- ~ Holiday Tour Report: 57 guests visited the Library. Jackie & Crew from Out of the Woods did a beautiful job decorating the library. John has made a slide show for the Board & public to view.
- ~ Painting at Coldwater: Painters will be here the 1st of January to finish the painting.
- ~ Remodeling Report: Brand Construction has completed their work. All that is needed is the furniture.
- ~ Staff meeting: Minutes of November 28th are enclosed. Next Staff Meeting January 26th.
- ~ Sunday Hours: After working through the budget process, I can only recommend that we **not** continue with Sunday Hours. If we are planning on cutting materials budgets, I don't think that staying open on Sundays is sending the correct message to our public.

Brown moved, seconded by Walter, that the library discontinue Sunday Hours that we don't have to cut the book budget. Brown then withdrew that motion with the consent of Walter and moved to Table the issue of Sunday Hours until the January Board Meeting. Motion carried.

8. **Automation Report:** December 13, 2005:

- ~ Automation Annual Report – discussed.

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

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

NEW BUSINESS

1. Resolution honoring Marilyn Ashdown for her service on the Board.
~ **Clover moved, to adopt the resolution, seconded by Walter. Motion carried.**
2. Resolution honoring Carol Walter for her service on the Board.
~ **Clover moved, to adopt the resolution, seconded by Brown. Motion carried.**

Cherry:

“I want to say on my own behalf, I want to thank you both. I’m really sad that it is the middle of the winter and cold weather and no one showed up for the Open House. Because you both have done so much and you particularly Marilyn for the library and all these years in coming to all these monthly meetings and I have only been on the Board five years now and you have been doing this for over eleven years. And, the longer you do it the month after month dealing with issue after issue and I just know that until I got on this Board “I only used the library.” I really had no idea how much time and effort the people on the Board put in to keep the place running. You have done it more then a decade and then poor Carol came onto the Board and the people from Union Twp. they didn’t wait five minutes to start yelling at her. And, she just stuck it out. It is a lot of work and so sad that more people didn’t come in to thank you because you have done so much work!”

Brown:

“I want to add an applause to Marilyn for her work as secretary all these years.”

INFORMATIONAL ITEMS

Nothing at this time.

EXTENDED PUBLIC COMMENTS

Comment / Suggestion Cards: Noise in Reference area.

Rucker: Would like to cover this at January Board Meeting.

Want to visit libraries in the different areas during the Christmas break as Jack has suggested. Some responses from other libraries. There are a variety of solutions.

Maddox: I want to know the book they are purchasing in Carol Walter’s honor will it be at Union Twp. library or Central library.

Cherry: I assume it will be at the Union Library. Want to thank you for your 33 years of Service Carole.

ADJOURNMENT

Walter moved, to adjourn. Meeting adjourned at 7:20 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.