

**Approved Sept. 18, 2006**

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

Bronson Library  
207 North matteson road  
Bronson, Mi 49028

**August 21, 2006  
6:00 P.M.**

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

**PLEDGE OF ALLEGIANCE**

**PRESENT FOR ROLL CALL**

Lynda Chan; Dorothy Cherry, President; Gayle Clover, Secretary; Jack Gay, Vice President; Patricia Kne; Georgann Reppert.

**ABSENT FOR ROLL CALL**

Carol Brown, (excused.)

**ALSO PRESENT**

Lynnell Eash; Pat Kaniewski; Mary Jo Kranz, Quincy Library Board member; Bruce Mills, Director; Barbara Riegel and John Rucker.

Public: Donald Brown; Rose Jordan; Leo Lehman; Carole Maddox; Cindy Sebald; Richard Sharland; Jeanne Unterkircher.

**APPROVAL OF AGENDA**

**Clover moved, seconded by Kne, to approve the Agenda of August 21, 2006 with one addition to Pending Business #10 Correspondence from Union Twp. Motion carried.**

**BRIEF PUBLIC COMMENTS**

No one at this time.

**APPROVAL OF MINUTES**

**Reppert moved, seconded by Chan, to accept the Minutes of July 17, 2006 with correction to the Alganssee Report. Motion carried.**

**Clover moved, seconded by Kne, to approve the Minutes of August 10, 2006. Motion carried.**

**CORRESPONDENCE**

1. Township of Union – August 3, 2006 – from Terri L. Orris, Union Township Clerk.

2. Industrial Facilities Tax Exemption Certificates – August 15, 2006 – for: Sekisui Voltek, LLC, 333 Race St & Quality Spring/ Togo, Inc. 355 Jay Street, Coldwater, Michigan.

#### FINANCES

1. Approval of the Bills: 07/21/06 & 08/04/06  
**Kne moved, seconded by Reppert, to approve the bills as submitted. Motion carried.**
2. Financial Statement: July 31, 2006 & 2005 (Place on file.)
3. Penal Fine Chart: Period Ending July 31, 2006
4. Century Bank & Trust: 07/31/2006
5. Bronson Fiduciary Reserved Fund: Jan., Feb., March, April, May, June, July 2006.
6. Southern Michigan Bank & Trust: Aug. 3, 2006
7. Kerr Donation: 08/04/2006
8. Additional Information Branches Expenditures Quarterly: 2006

#### PENDING BUSINESS

1. Reports from Central and Branch Liaisons:

a) **Algansee:** Janice Clark reported:

- ~ We ended our Summer Reading Program with a party. 37 attended pizza and ice cream was served. Played games in the yard, with Frisbee's we received from McDonalds, Hide and Seek. Deb Holt (Friend's Group) had crafts going on inside for children and adults. All received gift bags with fair tickets, McDonald coupons, key chains, Frisbees, stickers, pencils. Paws, Claws, Scales & Tales t-shirts from the Friends Group. Friends Group gave adults \$10.00 gift certificates from Wal-Mart and one adult received a \$15.00 gift certificate because she read 160 books. All of the Friend Group was here for the party. Without the help from the Friends Group I would not have been able to do this.
- ~ Story Time every Wednesday (Sing-a-long stories, games, crafts and puzzles.) 4 - 6 children every week.
- ~ Have had several new books donated.
- ~ Received first order of books that I ordered on my own after training with Jeanne and help from Lynnell.
- ~ Everyday I am at the library I learn something new on computers, still excited about library and learning!
- ~ Thank you!

b) **Bronson: Host Library** Lynnell Eash reported:

- ~ We had our Summer Reading Program Party with 63 attending. We had babies, kids, parents and grandparents, the room downstairs was full. Friends Group served donuts and punch. Handed out gift bags, which had McDonald coupons, kids got to pick out a free book that the Friends provided. We had a drawing for each age group and the kids that won were given a gift certificate from Meijers. Adults received gift certificates for Taylor's. Teens received movie passes.
- ~ The glass in the door has been replaced.
- ~ The Friends held their Book Sale during the US-12 garage sale. Raised about \$150.00.
- ~ Tooting Bronson Horn: ☺ As of the end of July from here on out everything we check out is a PLUS for this year! Passed what we did for the whole last year.
- ~ Tentative Floor plan / elevator! Discussed at length. Moving head with the project!

\*Citizen's Request for Reconsideration of Library material. Mills: I have not viewed the item yet.

c) **Coldwater Central Branch:** John Rucker reported:

- ~ Hired two new students for Central. High School students Saltana & Katherine started within the past month.

- ~ In Kids Place Ruth Vanderpool started the test run of the video games. Called kids on the Summer Reading Program, invitation only. Five attended, 10:00 before the library opened on Monday. Equipment available for all branches.
- ~ This Friday, August 25<sup>th</sup> at the Coldwater Branch there will be three adult educational films on early childhood development.

Bruce Mills reported:

- ~ On September 18<sup>th</sup> Ruth Vanderpool and I will be attending a workshop on LSTA Grants.

d) **Coldwater Public Library** (Holbrook Heritage Room): Minutes of July 10, 2006.

- ~ Up-date on the 120<sup>th</sup> Anniversary Celebration – will be planning something for the fall.
- ~ Dr. Troust was in the hospital.

e) **Quincy**: Mary Jo reported:

- ~ Of the 189 children PreK-8<sup>th</sup> grade that signed up for the Summer Reading Program, 85 “finished” the program. Received Goody Bags with McDonalds coupons, stickers, Frisbees, tops and rings from McDonald, one free book of choice from the Quincy Friends of the Library Group, plus a few selections could be made from the grab box. These children read over 2,282 books were read this summer! The middle school age children read 341 hours.
- ~ There was a recall on one of the prizes in the goody bag. Contained lead, everyone was calm about it and took the new prize.
- ~ We had request from high schoolers that they want to be a part of the Summer Reading Program next year.
- ~ Central Elevator Co., is very good with their regular inspections.
- ~ New Baldwin donation cards are done and will be used for donations made to that endowment fund.
- ~ The Kalamazoo Nature Center presenter was, as usual, very good. Already booked for June 26, 2007.
- ~ This year’s fair week didn’t slow down that much, still pretty steady.
- ~ Lisa is pleased to have reached her 5<sup>th</sup> year anniversary at the Quincy Branch and enjoys her job very much!
- ~ The Quincy Library Advisory Board would like to propose that \$5,000.00 of our Capital Funds be used to purchase light fixtures for the Quincy Library. We voted to accept the FM Electric., Inc proposal at the cost of \$10,290.88.

**Clover moved, seconded by Chan, to approve the expenditure of \$5,000.00 from the Quincy Capital Improvement Fund towards the cost of new light fixtures at the Quincy Library. Motion carried.**

f) **Sherwood**: Lynnell Eash reported.

- ~ Nine attended our Summer Reading Club Party. Served sugar coated donuts & a drink. They received Goody Bags.
- ~ The file and cupboard that was missing last month has been located and are installed.
- ~ The Village has agreed to run an extra electrical line and to cover the extra cost of electricity if we decide to put A/C in.

g) **Union Twp**: - Patricia Kaniewski reported:

- ~ Sandra Patterson, my clerk, is off for six weeks because of knee surgery.
- ~ Summer Reading involved 174 young people. Two bicycles and one pre-school scooter were donated. Ending party included refreshments donated by Jack’s IGA, as well as cupcakes baked by the Friends. Top readers in three age groups each received a \$20.00 Barnes & Noble gift certificate – sponsored by the Friends. The next five kids in each of the three age groups received a 2006 Summer Reading Program themed t-shirt.
- ~ I am still looking for appropriate rolling bookcases to replace current ones at – at the Townships request!
- ~ 784 signatures on a petition in favor of our library were given to the Township Board on 8/15/06.

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

3. **Children’s Services Committee / Ad Hoc Committee**: Did not meet.

4. Personnel Committee: Wednesday, August 9, 2006 (Brown, Reppert, Mills)  
Recommendation for John Rucker: Minutes of August 10<sup>th</sup> approved earlier.
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: Bruce Mills reported:
  - ~ Back door update: The lock cylinder from the old door was thrown away. We have a spare core so that will fit the new door that the master key will work with the back door.
  - ~ Consumer Alert on Library Toys: I gave you the E-mail alert, this went national today the American Libraries printed an article about this. Full credit to the Bloomington, Indiana folks who found out about this. One of the youth librarian and one of the hospital staff was talking about it and they tested the toy and these little innocence animals are loaded with lead!
  - ~ John Rucker update: Memo Of Understanding and job description to accommodate the changes are revised.
  - ~ Leisure Reading Plaque Update: Installed!
  - ~ MeLCat Meeting with Jim Seidl of Woodlands Library Coop. Came and met with the staff. On Wednesday, July 26<sup>th</sup>.
  - ~ Michigan Minimum Wage: Raised to \$6.95 as of October 1, 2006.
  - ~ Tax Hearing Next Month: Just a reminder!
  - ~ Union Township Update: Discussed at length.

8. Automation Report: John Rucker reported:
  - ~ CBPU replaced the transformer next to the library parking lot. Library's web site and catalog off line and all electric devices shut down from 11:00 – 1:00 p.m. on Sunday August 12<sup>th</sup> & 13<sup>th</sup>.
  - ~ Purchased new headphones for all branches, battery backups for the branch web filter servers, a steel cart for use in moving computer equipment, and more computer media bought from the Friends' money.
  - ~ Still waiting on information regarding the Gates Foundation Grant for library computers.
  - ~ Started creating a series of on line tutorials to share with other libraries in the Woodlands Cooperative and beyond, describing some of the interesting technological solutions we have used here at BDLS.
  - ~ Autumn schedule for computer classes will be finalized soon.
  - ~ A few issues at a couple of the branches have reminded us that we left out a commonly-used condition in our computer Acceptable Use Policy: Namely, that the library's computer resources are for "Non-Commercial Use Only."

**\*Note: Board made no changes in the "Policy."**

9. Statistical Reports: Informational items.
  - Book Budget: 2006 - informational
  - Monthly Statistical Report: July 2006 - informational
  - Capital Projects Report: 2006 - informational

10. Correspondence from Union Township Board: August 20, 2006 from Ralph J. Strong, Supervisor. Discussed at length.

(August 20, 2006 – “ In the first step to make the Union Township Building meet election precinct requirements the long shelving section in front of the circulation desks will need to be moved toward said desks a minimum of (1) foot. The moving of this section will also necessitate the moving of all library furnishings including tables, computers and other shelving on the circulation desk side a minimum of three (3) feet from said center shelving. As before the first twenty (20) feet at the front of the building shall remain for township use only along with the first sixteen (16) from the rear entrance. The AutoMark, will also require the same space used in the 2006 August primary. Looking forward to working with you. Respectfully, Ralph J. Strong, Supervisor”)

#### NEW BUSINESS

1. Nothing at this time.

**INFORMATIONAL ITEMS**

Nothing at this time.

**EXTENDED PUBLIC COMMENTS**

Cindy Sebald:

First of all I want to commend you the Board on your demeanor and your professional behavior at the last Library Board Meeting. That was a very unfortunate, very uncomfortable set of circumstances and you all handled it very well. The problems stemming from the library/township office sharing space are unfortunate however the publicity from this situation has given many people a reason to speak strongly in the support of library service. Not only at the July Library Board Meeting but also at the last two regular Township Meetings. Received a petition of 784 signatures in support of the library. I think the trustees are thinking.

Richard Sharland:

I was on the Library Board when we drew up the District Library and the Plan of Service. Had some comments about the Plan of Service but I think after hearing the discussion tonight I will reserve those comments. I was thinking it was time to review the Plan of Service for all the branches it have been about 14 or 15 years we didn't have Internet when we drew up the Plan of Service. Lot of things have changed in 14 – 15 years. But while your having your discussion I did get the impression that politics was working at Union Township. The other thing I want to comment about is I'm running for Plymouth Public Office in November. I'm running for District Library Board Trustee, elected position.

Leo Lehman:

I want to thank you for all your support. We are proud and thrilled with what Lynnell is doing.

**ADJOURNMENT**

**Clover moved, seconded by Gay, to adjourn.** Meeting adjourned at 7:30 p.m.

Respectfully submitted:

Gayle Clover  
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.**