

Approved  
May 21, 2007

10 E. Chicago Street – Coldwater, Mi 49036  
Branch District Library System  
Board Meeting Central Library  
3<sup>rd</sup> Floor Conference Room  
May 21, 2007  
6:00 P.M.

**MINUTES**

President Cherry called the meeting to order at 6:00 p.m. and turned the meeting over to Vice President Gay at 6:10 p.m.

**PLEDGE OF ALLEGIANCE**

**PRESENT FOR ROLL CALL**

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

**ALSO PRESENT**

Bruce Mills, Director; John Rucker, Assistant Director; Gina Horn, Secretary; Mary Jo Kranz; Pat Kaniewski, Branch Manager; Bob Kne; Cindy Sebald.

**APPROVAL OF AGENDA**

**Motion made by Chan, supported by Frick, to approve the agenda as submitted.**  
**Motion carried.**

**BRIEF PUBLIC COMMENTS**

Things are going very well over in Union City with the new library. The fundraisers have been going very well and the donations are starting to come in. The fish fry was wonderful. There was such a turn out at the breakfast that people had a hard time finding places to park. There was a bake sale last Friday, and it went very well. Last Monday at the Village Council meeting, they voted to deed a parcel of land to the Township for the new library. The Township accepted the deed from the Village, so that they may have the new library built on that property. It has been agreed that if the library should ever cease to exist, the building and property will go back to the Village.

**APPROVAL OF MINUTES**

**Motion made by Cherry, supported by Chan, to approve of the minutes of May 21, 2007. Corrections noted. Motion carried.**

**CORRESPONDENCE**

None.

## FINANCE

1. Approval of Bills: 4/27/07. **Motion made by Reppert, supported by Kne, to approve the bills of 4/27/07. Motion carried. Motion made by Cherry, supported by Chan, to approve the bills of 5/11/07. Motion carried.**
2. Financial Statements: (Placed on file.)
3. Penal Fine Chart: 2007 (Placed on file.)
4. Bronson Fiduciary Reserve Fund: (Placed on file.)
5. Century Bank & Trust: 4/30/07 (Placed on file.)
6. Kerr Donation: 4/30/07 (Placed on file.)
7. Branch Expenditures: March 31, 2007

### **Pending Business:**

1. Reports from Central & Branch Liaisons:
  - Alganssee Branch: Mills reports.
    - We have had a story hour every Tuesday @ 4:00, with 8 to 10 children attending.
    - We made Mother's Day picture frames with children's pictures. Another craft we made was angel necklaces, which turned out very well. We have lots of books and crafts for next week to celebrate Michigan week.
    - I am ordering new mystery books for children and adults to enjoy for the Summer Reading program.
    - We have had a few new patrons this month.
    - The Alganssee Friends will meet Tuesday, May 22 to discuss book sales and yard sales for June.
    - Submitted by Jan Clark, Branch Manager.
  - Bronson Branch: Mills reports.
    - The Friends of the Bronson Library held their annual book sale during Bronson's Citywide Garage Sale. They plan on leaving the sale up for one week.
    - I have two tours planned. Seven classes from Ryan Elementary will be visiting this week and one class from St. Mary's will visit in June.
    - Summer Reading Club will start June 13<sup>th</sup> with a 3:00 – 6:00 sign-up party.
    - Very quiet program-wise during the month of May.
  - Coldwater Central Branch: Rucker Reports.
    - In Kid's Place they are celebrating Earth Day. Ruth and John put together a mock rain forest with trees and decorations and a

sound track playing jungle sounds throughout the day. It will be up through May 18<sup>th</sup>.

- There have been several tours from local schools. We had 78 students from Max Larsen and 48 from Jefferson.
  - We had 3 winners from the Poetry contest. The winners received two tickets to the movie theater and a gift certificate for Taylor's Books & More.
  - There is a Summer Reading program for the teens this year called "You Never Know". There are some handouts and activities planned for that. The prize this year is an MP3 player donated by McDonald's.
  - Flyers for Kindergarten through 8<sup>th</sup> grade Summer Reading program have been delivered to the Coldwater schools.
  - Celebrating Michigan week -- the week of May 19<sup>th</sup> we have challenges for the children with handouts and posters to learn about Michigan.
  - Denise Yennie and Nola Baker will start an Adult Summer Reading Club for the first time. They are working on getting sponsors for prizes.
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- Coldwater Public Library (Holbrook Heritage Room): Minutes of April 9, 2007.
    - The Heritage Room has a whole series of events planned for the entire week.
  
  - Quincy Branch: Kranz reports.
    - Story hour has had 20 in attendance quite regularly.
    - The reception for Bobbi Brickey was held May 20<sup>th</sup> for her 35 years of service to the Quincy library. There were over 60 people in attendance. It was busy from 2 – 4. The book that was donated by the BDLS Board was on display, along with several other books donated in honor of Bobbi.
    - Michigan Week will be celebrated with bookmarks, Michigan quiz questions for children and the public and we have a small giveaway for anyone who knows the Michigan pledge.
    - Lisa will attend the Quincy Middle School Safe Summer Fair this Thursday evening to promote the summer program.
    - Lisa & Jan Clark are setting up some times to visit the Jennings Elementary also.
    - The Friends group will be having a Book Sale June 1 & 2.
    - Summer reading children will begin sign up the week school lets out, June 12<sup>th</sup>. We will be running a PreK-8<sup>th</sup> grade program, with a possibility of a high school program. Discussion to take place at the May 22<sup>nd</sup> Friends' meeting.

- Sherwood: Mills reports.
  - Stevens Puppets presented Sleeping Beauty. About half the people there were from Bronson.
  - We are getting ready for our annual book sale during the Village-wide garage sales on June 23<sup>rd</sup>.
  - Summer Reading Club will start June 12<sup>th</sup>.
  
- Union: Kaniewski reports.
  - I am happy to report a site for Union Twp. Library has been found! It is on the corner of Broadway & High Street that is currently a parking lot. The Village Council agreed to the location on Monday, May 14<sup>th</sup>. At the Township meeting on Tuesday, May 15<sup>th</sup>, a unanimous vote was given to accept this location as acceptable for the new library.
  - Fabiano's Breakfast Buffet brought in \$1,100.00 to the Building Fund.
  - The Chatterbox Fish Fry brought in \$1,426.05.
  - A bake sale held at the Southern Michigan Bank brought in \$844.22 on Friday May 18<sup>th</sup>.
  - The total Building Fund is currently at \$27,894.54.
  - Many more fundraisers have been scheduled throughout the summer including:
    - 1) An Auction on June 30<sup>th</sup>, at 9:00 A.M.
    - 2) July 3<sup>rd</sup>, Fireworks evening – Kiss the pig – Various “dignitaries”.
    - 3) July 14<sup>th</sup> – Meteor Festival – T-shirts with Patricia Polacco illustration & signature.
    - 4) July 21<sup>st</sup> – Jack's Grocery cookout, from 10 am - 2 pm.
    - 5) August 11<sup>th</sup> – Golf Outing, 4-man team \$50 each person; also selling tee ads.
    - 6) Also in August, for the sports fans, author/speaker Dave Argabright.
  - These are just a few upcoming events. The community support has been very encouraging.
  - During all this we are planning Summer Reading! It is scheduled for June 11 – July 20<sup>th</sup>, 2007. Needless to say, we have been busy!
  - Memorial Day we will be having a plant and book sale.

2. Building Committee: Did not meet.
3. Ad-Hoc Committee (Children's Services 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.

7. Director's report: Mills reports.

- Countywide Friends meeting was well attended. Janice Cooper from Taylor's Books & More gave a nice book talk.
- Next year's meeting will be held in Sherwood.
- Statistics from Dear Reader.com show that 95 new members have joined between the time of National Library week and May 1<sup>st</sup>. and we have had 1,900 hits on the website.
- Linda Birkenbeul is retiring.
- Rural Libraries was very interesting. We are hoping to get on MelCat this summer. The future of small libraries is in danger of not being able to continue without state funding. Our Co-op is healthy compared to the other Co-ops. However, we (the Co-op) are not equipped to go on for years without state aid. The thing that is affecting our library (Branch District) is that the state is not making the payment to us of \$18,000.

8. Automation report: Rucker reports.

- Report on file.
- **Motion made by Cherry, supported by Frick, to approve the recommendation of the Building Committee and purchase the air conditioner for the server room from Aker, Inc. from the Major Projects Fund. Motion carried.** Rucker will check with Aker on an extended service contract.
- **Motion made by Cherry, supported by Chan, to adopt Internet-accessibility changes proposed by Rucker and to get a final policy in place and hand it out next meeting. Motion carried.**
- **Motion made by Cherry, supported by Reppert, to adopt a Freedom of Information Act Policy that designates the Director as the coordinator and establishes costs for copies and staff time for additional time spent fulfilling Freedom of Information Act requests. In addition to that, it is also moved to designate the director as the person to respond to any FBI National Security letter. Our Director is to be directed to provide nothing prior to consulting with the attorney for the library. Motion carried.**
- **Motion made by Cherry, supported by Chan, to replace the servers with TLC for \$14,813 from the Capital Automation Fund. Motion carried.**

9. Statistical Reports:

- Book Budget: 2007 (Placed on file.)
- Monthly Statistical Report: April 2007 (Placed on file.)
- Capital Projects: April 2007 (Placed on file.)

### NEW BUSINESS

- BDLs Summer Meeting Sites:
  - Motion made by Cherry, supported by Frick, to amend the resolution that was adopted last fall and hold our June 18<sup>th</sup> meeting at the Algansee branch, July 16<sup>th</sup> meeting at the Bronson branch, August 20<sup>th</sup> meeting at the Quincy branch, September 17<sup>th</sup> meeting at the Sherwood branch, and October 15<sup>th</sup> meeting at the Union branch. The remainder of the scheduled meetings is to remain the same. The new resolution is to be posted to comply with the Open Meetings Act in all branches, at our web site and on our bulletin boards. Motion carried. AYES: 7  
NAYS: 0  
Absent: 0

### INFORMATIONAL ITEMS:

- Patron feedback: Discussed

### EXTENDED PUBLIC COMMENTS:

Sebald: Would like to thank Bob Kne for coming and say how supportive the Village has been through this whole process of trying to find a site for the library. I am glad we found a site for the library. I think deeding a parking lot for the library is wonderful. It basically says that the library is important and we are going to help you out in any way we can. I would also like to thank Pat and Sandy for all of the extra work they have done over at the Union Township Library. They are doing a lot to make this work.

### ADJOURNMENT

Motion to adjourn made by Chan. Meeting adjourned at 7:16 p.m.

Respectfully submitted:



Gayle Clover  
BDLS Board Secretary

Gina Horn, 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 a the Meeting/hearing upon one week's notice to the Branch District Library System by writing or calling the following: Branch District Library System, 10 E. Chicago St., Coldwater, MI 49036—(517) 278-2341.