

10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System
Board Meeting Central Library
3rd Floor Conference Room
April 21, 2008
6:00 P.M.

approved 5/19/08

MINUTES

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

PLEDGE OF ALLEGIANCE

PRESENT FOR ROLL CALL

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

ABSENT FOR ROLL CALL

Lynda Chan (excused)

ALSO PRESENT

Bruce Mills, Director; John Rucker, Assistant Director; Jeanne Berg, Children's Services Librarian & Bookkeeper; Helena Hayes, Adult Services Librarian; Lynnell Eash, Bronson Branch Manager, Gina Horn, Secretary, Cindy Sebald; Mary Jo Kranz; Bob Kne.

APPROVAL OF AGENDA

Motion made by Gay, supported by, Frick to approve the agenda of April 21, 2008 with the addition of Resolution of Olsen Trust under Finances and the James Perry Civil War Collection under New Business. Agenda approved.

BRIEF PUBLIC COMMENTS

Sebald: The Village of Union City does not own Heritage Park. It is currently owned by the State of Michigan. After doing some research, Sebald was able to find out that the village has a chance to purchase the property from the State. Sebald has the information needed to apply for the land purchase. Sebald is giving Bob Kne the application information to take to the Village Office.

APPROVAL OF MINUTES

Motion made by Reppert, supported by Gay, to approve the minutes of the March 17, 2008 board minutes as corrected. Motion carried.

CORRESPONDENCE

(No correspondence)

FINANCES

1. Approval of Bills: March 28 & April 11, 2008
Motion made by Gay, supported by Clover, to approve the bills as submitted. Motion carried.
1. Financial Report: March 2008 & 2007 (placed on file.)
2. Branch County Penal Fine Chart: March 31, 2008 (placed on file.)
3. Kerr Funds: March 2008 (placed on file.)
4. Century Bank & Trust: March 31, 2008 (placed on file.)
5. Bronson Fiduciary Reserved Fund: April 2008 (placed on file.)
6. Barnett Fund: April 2008 (placed on file.)
7. Visa: March 24, 2008 (placed on file.)
8. Quarterly Branch Reports: March 31, 2008 (The Board requests that the Quarterly Branch Report be updated for next month's meeting and sent to each municipality).
9. Resolution for the Olsen Trust: **On a motion by Frick, supported by Reppert, the Board adopted the following resolution: Be it resolved that Executive Director Bruce Mills or in his absence, Jack Gay, Vice President of the Board, are granted authority to act on behalf of the Branch District Library with respect to the Trust created by Adelaide Olsen containing a bequest to the Branch District Library. Roll call vote by board member:**
10. Yeas: 5 Nays: 0 Absent: 1

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 1. **Alganssee Branch:** Mills reported.
 1. During *March is Reading Month*, the patrons had written the titles of books they read on Acu-Cut bunnies and they were displayed in the library.
 2. We have received the *Summer Reading Program* materials and everything Jan ordered is really nice and much appreciated.
 3. Every week for Story Hour different patrons have been reading a story to the children and helping them with their arts & crafts project.
 4. This week we will be planting flowers in containers for all of us to enjoy.
 5. Our book discussion *For One More Day* turned out very well with six (6) adults attending.
 6. Jan has been giving out special bookmarks for *National Library Week* and reminding patrons to visit our libraries more often, so they can be aware of all of the special programs we have.
 7. Proposed Amendment to the Plan of Service Agreement: Starting April 1, 2008, Alganssee Township will pay to the Branch District Library \$645.67 a month for the 12 extra open hours per week, so the Alganssee branch is open 21 hours per week as specified in the agreement. **Motion made by Gay, supported by Reppert, to approve the amendment as submitted. Motion carried.**

2. Bronson Branch: Eash reports.
 1. Bronson has been busy with programs. We have had our Pre-School Story Time, book discussion group, movie night, U.S.A. Girls' Club; all had good attendance.
 2. We have been doing a Puppet Workshop and on Wednesday night, we have our Puppet Workshop Show. The boys and girls who have been attending, will be able to invite their parents, teachers, family and friends to the Puppet Show.
 3. We had a successful Balloon Launch to kick off *National Library Week*. We released around 50 balloons last Saturday. We have had two cards from the Balloon Launch returned: one was from Auburn Hills and the other was from Port Huron. There were two reporters there at the time of the Balloon Launch and both did stories (Sturgis Journal and Bronson Journal).
 4. The computers in the basement have been staffed by adult volunteers, who agreed to sit downstairs, so we could have it open. The kids really like having it open because they don't have to sit and be so quiet.
 5. In May, we will be having fewer programs because we will be doing classroom tours for the schools.
 6. Our Friends group will be having a Nelson's Port-A-Pit Chicken BBQ on May 17, during the city-wide garage sales. Chicken will be served from 11 a.m. to 2 p.m. and tickets are \$7 and available in advance. This is a fundraiser for the Barrier-Free Access project.

3. Coldwater Central Branch: Berg reported:
 1. Karen Pappas has been working on the inventory in Kids-Place.
 2. Ruth Vanderpool-Omlor has added the Home-School Program on Wednesday afternoon and it is going very well.
 3. In the Adult-Services Department: Three people came to the book discussion for *March is Reading* month. We did have quite a few comments about the book from patrons who had read the book. They all enjoyed the book and were glad that we promoted it. However, they weren't available or weren't interested in coming to the discussion.
 4. Last Thursday, we had a program *Protect Yourself From Identity Theft*.
 5. May 6th, at 6:30 p.m. we will be having a program about growing herbs and vegetables in containers. Carole Bolton will be the guest speaker at this program.
 6. We have received a donation in memory of Hugh Aberly. We will be purchasing books on clocks in his memory.
 7. **Motion made by Reppert, supported by Frick, to purchase a book (or books) for the travel collection in memory of Sonja K. Harris for the amount of \$100. Motion carried.**
 8. **Motion made by Frick, supported by Kne, to spend from Coldwater Central's Capital Improvement funds up to \$500 to purchase three (3) sets of shelves for the workroom; also \$400 plus shipping and handling to purchase a new bike rack for outdoors. Motion carried.**

4. Coldwater Public Library (Holbrook Heritage Room):
 1. Minutes from April 14, 2008. (Placed on file)

5. Quincy Branch: Krantz reports.
 1. Lisa went to a training session regarding the MelCat system.
 2. MidWest Fire Protection serviced the fire extinguishers on March 28th.
 3. Central Elevator has notified the Quincy Library that there are new safety upgrades that will need to take place.
 4. We are trying to replace our computer desks; however, the pre-made desks are too wide. We have contacted someone who will try to design something that will fit our needs.
 5. We are still still checking on the flag preservation. Right now we have a call into the Detroit Institute of Arts and the Textile Conservation Service.

6. Sherwood Branch: Horn reported.
 1. Scrapbooking Class was held the first Saturday of the month; six people attended.
 2. Teen Club was held last Thursday and 7 teens were there to make roses out of coffee filters. They all had a great time and asked to take the templet home so they could make more.
 3. Our U.S.A. Girls' Club will be this Thursday.
 4. We are getting ready for the Summer Reading Program.
 5. The Annual Friends of the Library meeting will be held at the Sherwood Library next Tuesday, April 29th at 6:00 p.m.

7. Union Twp. Branch: Sebald reports.
 1. The Poetry Contest has been going on. Poetry has been submitted and displayed in the library.
 2. There are a lot of programs planned for this spring and summer.
 3. June 7th is Library Day. It is a kick-off to the Summer Reading Program and a thank you to the community for supporting the library.

2. Building Committee: Did not meet.
3. Ad-Hoc Committee: (Children's Services Committee) did not meet.
4. Personnel Committee: Reppert reports committee meeting March 5, 2008
5. The Director's evaluation form was revised.
 - After Personnel Committee is satisfied with it, the evaluation will then be submitted to the Board.
6. Finance Committee: Did not meet.
7. Technology Committee/Children's Internet Protection Act: Did not meet.
8. Director's report: (Placed on file.)
9. Automation report: (Placed on file.)
10. Statistical Reports: (Placed on file.)
11. Book Budget: 2008 (Placed on file.)
12. Monthly Statistical Report: March 2008- (Placed on file.)
13. Capital Projects: March 2008- (Placed on file.)

1. James Perry Civil War Collection: Information on the collection was presented to the board. **Motion made by Gay, supported by Clover, to appropriate \$3,000 for the purchase of the Civil War collection described, if it is authenticated to the satisfaction of the local Civil War experts. Motion carried.**

Motion by Gay, supported by Frick, to use the money from the annual donations that are not designated for the possible appropriation of the Civil War collection described. Motion carried.

Motion made by Gay, supported by Kne, to spend up to \$100 to purchase a book in memory of Dick Barringer, a long-time library supporter. Motion carried.

INFORMATIONAL ITEMS

Patron Comments: Discussed.

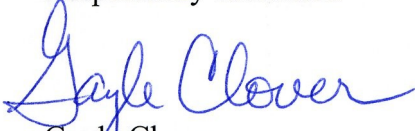
EXTENDED PUBLIC COMMENTS

None

ADJOURNMENT

Motion made by Kne to adjourn, by acclamation, the meeting is adjourned at 8:32.

Respectfully submitted


Gayle Clover
BDLS 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 at 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