

10 E Chicago St., Coldwater, MI 49036

Branch District Library Board Meeting

Union City Twp. Branch
221 N. Broadway St.
Union City, MI 49094

September 21, 2009
6:00 p.m.

MEETING CALLED TO ORDER

Meeting of the Branch District Library Board was called to order at 6:00 p.m. by President Cherry.

PRESENT FOR ROLL CALL

Dorothy Cherry, President; Pat Kne; Bonnie Frick, Acting Secretary; Georgann Reppert;

ABSENT FOR ROLL CALL

Lynda Chan (excused), Jack LaForge (excused), Gayle Clover (excused).

ALSO PRESENT

Bruce Mills, Director; Jeanne Berg, Circulation Supervisor/Bookkeeper/ Tech Services Coordinator; Lynnell Eash, Bronson Branch Manager; Pat Kaniewski, Union Twp. Branch Manager; Sandy Patterson, Union Twp. Clerk; Cindy Sebald; Mary Jo Krantz; John Rucker, Assistant Director; Gina Horn, Sherwood Branch Manager/ BDL Secretary.

APPROVAL OF AGENDA

Motion made by Kne, supported by Frick, to approve the agenda of September 21, 2009. Motion carried.

BRIEF PUBLIC COMMENTS

Sebald: The bids for the Union Twp. Library are due by October 1st by 10:00 a.m. At the last Friends meeting, we discussed having an alternative plan for a building site if the response from the EPA isn't positive. We have not had any formal communication from the EPA since they found our file. The residents have been waiting for a new library and we would like to have an alternative plan so the building process can begin soon.

APPROVAL OF MINUTES

Motion made by Frick, supported by Kne, to approve the minutes of the August 17th meeting as drafted. Motion carried.

RESOLUTION & PUBLIC HEARING ON INCREASING PROPERTY TAXES

Motion made by Reppert, supported by Kne, to adopt the maximum allowable millage rate of .6050 as explained in the four (4) page document and as published for this public hearing. No further discussion.

Roll call vote

Ayes: 4

Nay: 0

Absent: 3

The Resolution passed by roll call vote.

CORRESPONDENCE

None.

FINANCES

1. Approval of Bills: August 28 & September 11, 2009 **Motion made by Frick, supported by Reppert, to approve the bills of August 28 & September 11 as submitted. Motion carried.**
2. Financial Report: August 31, 2009
3. Penal Fine Chart: September 2, 2009
4. Bronson Fiduciary Reserved Fund: 2009
5. Glenn Barnett Fiduciary Reserved Fund: 2009
6. Quarterly Branch Expenditure Report: April – June 30, 2009

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 1. Algansee Branch – No Report.
 2. Bronson Branch – Eash Reports.
 1. The fall schedule is now available.
 2. We will be promoting Michigan Reads Program with their selected book, *Pout-Pout Fish*. Eash will read the book to the Bronson Elementary students grades K-2.
 3. Next week is *Turn it Off week*, which encourages people to turn off their televisions; not to necessarily read books, but to encourage people to get out of the house and visit neighbors and other fun things.
 4. The last week of this month is *Banned Book Week*. We bought pins that say “I’m with the Banned.” We will have some books on the shelf and encourage everyone to be rebels and read banned books.
 5. Elevator Project – the floors have been poured and the blocks are being placed above ground. We are hoping to have it finished by Thanksgiving.
 3. Coldwater Central Branch – Berg Reports.
 1. The Friends had their book sale during Apple Fest and made about \$200. Books were sold for \$1 a bag.

2. Kids Place is having an Open House next Monday the 28th from 6-8 p.m. The mural that Charlene Rucker painted in Kids Place looks wonderful. John Rucker states that Charlene would be willing to do murals for the Branch Friends groups if they were interested.
 3. Nola is doing something for Banned Book Week at the Coldwater branch also.
 4. Nola has a young man job shadowing from the Branch Area Career Center. This young man is interested in becoming a librarian and will be with us for the semester.
4. Coldwater Public library – August 10, 2009 minutes presented.
 1. No quorum for September 2009 meeting.
 5. Quincy Branch – Krantz Reports.
 1. The Friends had a booth in the park during Quincy Daze, selling book bags, cookbooks etc.
 2. The computers are in constant use and a lot of people are using them for job searches.
 3. Lisa set up a booth at the Jennings Elementary Open House to meet new families in the area. The booth displayed photos of library activities throughout the year. Lisa passed out pencils, bookmarks and stickers to the children.
 4. We have a capital request of a computer desk for the Genealogical Department (\$1,081) as well as a ScanPro-1000 and monitor (for the Genealogical Department). Our current Microfilm scanner is old and is difficult to use. The ScanPro-1000 with monitor is \$8,465. We also need to order one replacement shade (from a previous Capital request) for \$100 for a grand total of \$9,646. **Motion made by Frick, supported by Reppert, to approve the Capital Improvements for Quincy for \$1081 for a computer desk, \$8,465 for the ScanPro-1000 with monitor and \$100 for a replacement shade, with a grand total of \$9,646. Motion carried.**
 6. Sherwood Branch – Horn Reports.
 1. In October we will start a yoga class, along with re-introducing our weight-loss program. The goal is to promote healthy living and fitness.
 2. We are doing crafts twice a month on Tuesdays.
 3. Since the changeover to Hughes Net our internet usage has been up. Last Tuesday we had a total of 52 patrons at our library. The ones that were not on the public computers had brought their own laptops in. We had to move things around so that everyone had room to sit. The patrons are very thankful for the new improved internet service.
 4. Story Time continues on Thursdays from 4 to 5 p.m. We will be reading the book promoted by Michigan Reads, *Pout-Pout Fish*.
 7. Union Twp. Branch – Kaniewski Reports.
 1. Kaniewski visited the U.C. Elementary Open House and shared a table with Community Unlimited. Kaniewski handed out information on the library and urged parents to get library cards and gave out stickers and bookmarks.
 2. We had 22 new patrons added in August.
2. Building Committee: Did not meet.
 3. Ad-Hoc Committee (Plan of Service Committee): Met Thursday, September 17th
 1. Mills Reports – We met with the Branch Managers to see if the advisory committees had

come up with any ideas of what they would want to spend some additional money on if they could convert some of their capital to operating money. Mills is currently working on a spreadsheet to show people what that would mean in dollars and cents. We are scheduled to meet October 8th at 6:30 p.m. at the Sherwood Branch.

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: Placed on file.
8. Automation Report:
 1. Several days in the past month have been tied up with the renovation work in Coldwater. Thanks to Jim Eash for helping with the use of his truck to cart things to and from the storage area.
 2. Berg and Rucker thank the board for approving the purchase of the larger monitors for the staff computers. They have been installed at Coldwater, Bronson and Sherwood. Over the next two weeks I am hoping to get them installed at the other branches.
 3. The prep-work for the Sherwood internet was about 3 days and one day for installation.
 4. Rucker has been doing some software upgrades at Bronson and Sherwood and will be doing that at the other branches as well.
 5. Ruth at the Coldwater Branch used her materials budget to purchase an on-line collection of read-a-long children's books, which can be used district wide. This also gives us at-home access for our patrons as well. To access it from home, you would need to go to our library's website first and on the front page you will see both a link and a graphic for the service, which is called Tumble Book Library. Each book has a set of instructions and educational games, so it is a nice resource for the home-schoolers too.
6. Statistical Reports
 1. Book Budget: 2009
 2. Monthly Statistical Report: 2009
 3. Capital Projects: 2009

NEW BUSINESS

1. JL Power washing and Painting estimate: \$980 to paint the repaired areas on the porch and scrape and paint all areas of paint failure. **Motion by Kne, supported by Reppert, to approve the expenditure from Coldwater Capital Funds of \$980 to JL Power washing & Painting for the painting of repaired areas of the Coldwater Branch Library. Motion carried.**

2. Resolution regarding the 2010 Meeting Dates of the Branch District Library Board:
Motion made by Frick, supported by Kne, to adopt the resolution approving the meeting dates for the board for next year. Resolution passed.

Roll call vote:

Ayes _____ 4

Nay _____ 0

Absent _____ 3

3. Library Closings for 2010: **Motion by Frick, supported by Reppert, to approve the library closings for 2010 as listed with the closing for July 4th to be Monday, July 5th and Saturday, December 25th to be a floating holiday. Motion carried.**

- Informational Items:
 - Patron Comments
- Extended Public Comments: None

Motion by Kne, supported by Reppert, to adjourn the September 21, 2009 meeting of the Branch District Library Board. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Bonnie Frick
Acting BDL Secretary

Gina Horn
BDL 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 libraries at the Meeting/Hearing upon one week's notice for 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