

Branch District Library Board Meeting
10 E. Chicago St., Coldwater, MI 49036
3rd Floor Meeting Room

January 10, 2011
6:00 P.M.

MEETING CALLED TO ORDER

The meeting of the Branch District Library Board was called to order at 6:00 p.m.

PRESENT FOR ROLL CALL

Dorothy Cherry; Georgann Reppert; Bonnie Frick; Phil Anderson; Pat Kne

ABSENT

Lynda Chan (excused); Gayle Clover (excused)

ALSO PRESENT

Bruce Mills, BDL Director; Jeanne Berg, Tech Services/Bookkeeper/Circulation Coordinator; Gina Horn, BDL Secretary/Sherwood Branch Manager; Lynnell Eash, Bronson Branch Manager; John Rucker, Assistant Director/Automation

ELECTION OF OFFICERS

The meeting is turned over to Mills for election of officers.

Director, Mills opens nominations for BDL Board President: **Reppert nominates Dorothy Cherry for President, supported by Anderson. Motion carried.**

Cherry calls for nominations for BDL Board Vice President: **Frick nominates Georgann Reppert as BDL Board Vice President, supported by Anderson. Motion carried.**

Cherry calls for nominations for BDL Board Secretary: **Kne nominates Bonnie Frick as BDL Board Secretary, supported by Anderson. Motion carried.**

COMMITTEE ASSIGNMENTS

Motion made by Reppert, supported by Anderson, to approve the Committee Assignments for 2011. Motion carried.

APPROVAL OF THE AGENDA

Motion by Anderson, supported by Frick, to approve the agenda with one addition under Personnel Committee: met 1/07/11. Motion carried.

BRIEF PUBLIC COMMENTS

Rucker gave a brief update on the new Union Twp. Library. **Motion made by Frick, supported by Kne, to authorize the expenditure up to \$5,000 for data and telephone wiring for the new Union Township Library building, to be paid from Union Capital Improvement, subject to reimbursement from the Union Township Friends. Motion carried.**

APPROVAL OF MINUTES

Motion made by Kne, supported by Reppert, to approve the minutes as corrected. Motion

carried.

FINANCES

1. Approval of Bills: 12/31/10 **Motion made by Frick, supported by Anderson, to approve the bills 12/31/10. Motion carried.**
2. Financial Report: Not Available
3. Branch County Penal Fine Report: Not Available.

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 1. Alganssee Branch – No report.
 2. Bronson Branch – Eash reports.
 1. Bronson has started the new hours approved by the BDL Board. The first patron that came in received a coupon for 5 Star Pizza.
 2. The author Robert Magness came to Bronson to talk about his book, *The Court-Marshall of Douglas MacArthur*.
 3. Tomorrow we start our 11 Program (patrons sign up to read eleven different genres by 11/11/2011) . We will be including children that are independent readers.
 4. The Branch Managers got together and have scheduled all their programs for the Summer Reading Program. We will be having Joel Tacey (juggling/magic/comedian), Richard Paul (ventriloquist) and Lori Fithian (Drummunity). Ruth is writing grants to help cover the cost of the programs.
 5. Eash requests from Bronson Capital Improvement Funds, a 1-sided, 3-shelf book cart for about \$350 . **Motion made by Kne, supported by Frick, to approve the purchase from Bronson Capital Improvement Funds for a 1-sided, 3-shelf book cart with wheels for about \$350. Motion carried.**
 3. Coldwater Branch – Placed on file.
 4. Coldwater Public – Did not meet in December.
 5. Quincy Branch: Frick reports
 1. Quincy has had 20 new patrons register for library cards this month.
 2. Melcat circulation has been keeping us busy.
 3. The Baldwin Endowment will provide a story teller for National Library Week in April.
 4. Quincy will once again have the adult reading *Beat the Winter Bla's* contest in February.
 6. Sherwood – Horn reports.
 1. We also have our Summer Reading Programs scheduled and will be having Joel Tacey (juggler/magician/comedian); Richard Paul (ventriloquist); Lori Fithian (Drummunity) coming to Sherwood.
 2. We have a volunteer that is helping with cleaning, sorting and organizing things.
 7. Union Twp. - No report.

2. Building Committee – Did not meet.
3. Ad-Hoc Committee: Did not meet.
4. Personnel Committee: Met January 7, 2011
 1. Report by Reppert – The Personnel Committee had revised the Director's Evaluation form to meet the job requirements. Input from the board members needs to be completed and mailed to Reppert before the next board meeting. We plan on doing 2 evaluations this year. One in the spring, which will not include the changes, and one in the fall that will include the changes. We would like each board member to attend 1 staff meeting as we need to be able to observe the director for evaluation.
5. Finance Committee: Met December 20, 2010
 1. Anderson Reports: Met December 20th and requested a list of state chartered banks and credit unions with a list of their rates. Mills is working with our accountants to give us an amount it would cost to make the moves.
6. Technology Committee/Children's Internet Protection Act: Did not meet, however our Automation Librarian assures compliance with the Children's Internet Protection Act.
7. Director's Report – Placed on file.
 1. Alganssee got back to me with their revised plan of service. **Motion made by Reppert, supported by Anderson, to continue the division of Capital Funds of 50% to the Major District Projects Funds and 50% to the branch Capital Funds, contained on page 8 of the plan of service. Motion carried.**
 2. **Motion by Frick, supported by Anderson, to approve the request from Alganssee Township, for transfer of \$400 from Alganssee Capital Funds to the General account for operating expenses, as specified in their proposal, with the understanding that they will be paying \$400 less under their written agreement with the Branch District Library for the extra 12 hours per week. Motion carried.**
8. Automation Report – Placed on file.
9. Statistical Report:
 1. Statistical Reports
 1. Book Budget: December 2010
 2. Monthly Statistical Reports:
 3. Capital Projects:

UNFINISHED BUSINESS

None

NEW BUSINESS

None

INFORMATIONAL ITEMS

Committee Assignments

EXTENDED PUBLIC COMMENTS

None

ADJOURNMENT

Motion by Frick, supported by Kne, to adjourn the meeting. Motion carried, meeting adjourned at 7:10 p.m.

Respectfully submitted,

Bonnie Frick
BDL Secretary

Recording Secretary,
Gina Horn

The Branch District Library System will provide necessary and 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