



DOROTHY CHERRY, President, County-at-Large  
GEORGANN REPPERT, Vice President, City of Coldwater  
BONNIE FRICK, Secretary, Quincy  
PHILIP ANDERSON, Trustee, County-at-Large  
LYNDA CHAN, Trustee, City of Coldwater  
GAYLE CLOVER, Trustee, Bronson  
MARILYN JOHNSON, Trustee, Union Twp.

Approved  
November 19, 2012

Board of Trustees Regular Meeting  
Coldwater Branch Library  
10 E. Chicago St., Coldwater MI 49036  
Monday, October 15, 2012  
6:00 pm

## MINUTES

### CALL TO ORDER

BDL President Dorothy Cherry called the meeting to order at 6:00 pm.

### ATTENDANCE

Dorothy Cherry, BDL Board President; Georgann Reppert, BDL Vice President; Bonnie Frick, BDL Secretary; Philip Anderson; Lynda Chan (arrived at 6:03); Gayle Clover; Marilyn Johnson and members of the public: Lauri Rowe; Laurie Ludlow; Mark Ludlow; Denise Yennie (staff); Ruth Vanderpool-Combs (staff); Linda Dull (staff).

### ABSENT

None.

### APPROVAL OF THE AGENDA

**Motion made by Frick, supported by Clover, to approve the Agenda as written. Motion carried.**

### TIME FOR PUBLIC COMMENTS

None.

### CONSENT AGENDA (ITEMS 1-13)

**Motion made by Reppert, supported by Johnson, to move item #3 - Branch Reports to Discussion & Action as item # 17; all other items in the Consent Agenda are approved as written and place the items within on file. Motion carried.**

#### Meeting Minutes

1. BDL Regular Board Meeting of September 17, 2012
2. CPL Regular Board Meeting of September 10, 2012

#### Reports from Branches & Departments

3. Branches: October 10, 2012
4. Coldwater Kids' Place: October 2012
5. Automation\*: October 10, 2012

\* The Automation Librarian continues to monitor and assure compliance with the Children's Internet Protection Act.

#### Finances

6. Financial Statements: September 30, 2012 and 2011

7. Quarterly Branch Financial Statements
8. Branch County Penal Fine Report: September 2012

#### Statistical Reports & Informational Items

9. Monthly Statistical Report: September 2012
10. Book Budget: September 2012
11. Capital Projects: September 2012
12. Programing Information

#### Correspondence & Patron Comments

13. Patron comments.

#### END OF CONSENT AGENDA

#### DISCUSSION & ACTION ITEMS (ITEMS 14 - 17)

14. Bills: September 21, 2012 and October 4, 2012

**Motion made by Chan, supported by Clover, to approve the bills of September 21, 1012 and October 5, 2012. Motion carried.**

15. Director's Report: October 10, 2012

1. On October 8<sup>th</sup> Atkins gave a talk to the Quincy Lions Club, which was very well received. They were unaware of many of our services and of our current situation. Atkins is scheduled to speak at the Altrusa meeting on October 31<sup>st</sup> and at Bronson Rotary on November 7<sup>th</sup>.
2. The Friends of the Coldwater Branch of the Branch District Library had a Pride & Prejudice program here, in which we had about 50 people attend.
3. Thanks to Ruth and our Friends group, there was a Fancy Nancy party in Kids Place, where 45 little girls showed up in their feather boas and tiaras.
4. Denise Yennie is doing Adult Program scheduling for us. Today we had Yoga for Depression, which 17 people attended. We will be having a Tai Chi Program; Decorating Pumpkin and a program on Dental Hygiene. Denise is doing a wonderful job.
5. Our Friends group is participating in a National Library Campaign called ***Geek the Library***, which is funded by the *Gates Foundation*. It is basically a buzz campaign that promotes fundraising and lets the community know what type of funding libraries need and what they are actually getting. The Friends group has decided to sponsor any costs that we incur for it, but a majority of the materials were given free to us by the *Gates Foundation*. If you want more information on this, follow the link:  
<http://geekthelibrary.org/>

This is an amazing campaign for getting the word of your library out to the community. Some of the libraries that have done this campaign include: Marshall District Library; Chelsea District Library; Capital Area District Library. There are literally hundreds of libraries that have participated. They (*Gates Foundation*) provide you with all of the materials you will need, from T-shirts to bookmarks; posters; bags and the backdrop on which to take the pictures. All of the material has arrived, so we are ready to get started.

6. We met with our attorney, Chuck Lillis on October 10<sup>th</sup> to discuss the update on our open questions with him. I asked that he get back with me by October 12<sup>th</sup> however I did not hear from him until 3:30 today, at which point he did not have answers for me yet.

7. On September 20<sup>th</sup> & 21<sup>st</sup> Atkin attended the New Director's Workshop and Advanced Director's Workshop at the Library of Michigan, which is required for us in order to receive State Aide. It was a very informative workshop and renewed the idea of Geek the Library campaign. There were also a number of things I was reminded of and have been going over it with Denise, our Adult Services Programing person, who had many ideas for programing.
8. The library receive a reimbursement from the state of \$931. This is the cashiers check that was found in the Director's office sitting in a pile of papers. Jeanne Berg looked into it, and the library was reimbursed for that check.
9. Our health care coverage due date has been changed to the first of the month, instead of the 15<sup>th</sup>. Also as of October 1<sup>st</sup> we are no longer required to be part of the group in order to receive all of the options available. So, now we can leave the Battle Creek Chamber of Commerce and retain our benefits, which would save us \$69 a year. As of October 1<sup>st</sup> we will be making our payments directly to BCBS with no change in our future rates or benefits.
16. Proposal that we standardize the library name in all publications: (Atkin) If we do go for a millage next year, we need to promote the Branch District Library as being a county-wide (and Allen Twp.) service provider. Currently a number of the branches are not using Branch District Library in their publications in a prominent way, or at all. **Motion made by Chan, supported by Reppert, to have all internal and external publications of the District Library include the name Branch District Library in all format that is used. Motion carried.** There was discussion on the importance of District-wide branding.
17. Bronson Branch Capital Request: Bronson Branch would like to have the board approve the expenditure of \$445 for the rent an 8'x8'x12' mobile storage unit, that will be brought to the Bronson Branch and will sit in their parking. This will be used to store books and other items during the construction of the Media Center. When the storage unit is no longer needed, the company simply comes to pick it up and haul it away. **Motion made by Frick, supported by Clover, to approve the expenditure of \$445 for an 8x8x12' storage unit to allow library materials to be stored during the construction. Motion carried.** There was discussion about additional insurance for the items in the storage unit. After much discussion it was decided that the items that are to be stored are not of a high monitory value, therefore no additional insurance is needed. Berg will contact our insurance agent to let them know of the storage unit.
18. First Reading of the 2013 budget: Reported by Rucker – We had worked up 5 budget options to present to the Finance Committee. The Finance Committee was not in favor of changing any formulas of the capital breakdown. The board took action to look at other ways to reduce the budget and called another meeting of the Finance Committee.
19. Public Comments –  
The board, library staff and members of the public discussed the budget.

Placed on File.

#### ANNOUNCEMENTS & ADDITIONAL COMMENTS

1. The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, November 19, 2012 at 6:00 pm in the meeting room of the Coldwater Branch Library.

**ADJOURNMENT**

**Motion made by Clover, supported by Reppert, to adjourn the meeting. Motion carried.**  
**The meeting was adjourned at 8:27 pm.**

The Branch District Library 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 by writing or calling the following:

Branch District Library, 10 E. Chicago St., Coldwater, MI 49036  
(517) 278-2341  
secretary@BranchDistrictLibrary.org