

FINAL DRAFT

BRANCH DISTRICT LIBRARY
BOARD MINUTES
15 JULY 1991
4:30 PM

- PRESENT:** Orville Maxson, Richard Sharland, Bill Stewart, Claire Heinonen, and Phyllis Rosenberg.
- ABSENT:** Tim Miller, Vivian Slisher, and Carol Brown.
- MINUTES:** A. Orville moved, supported by Bill to approve the Minutes of the June 17, 1991 meeting. Approved unanimously.
- FINANCES:**
- A. \$ 182.89 Donations - " Buy A Book " program were noted.
 - B. Orville moved, supported by Bill, to accept the Financial Statement. Approved unanimously.
 - C. Operating Expenses Chart noted. Spending has been geared down according to funds available.
 - D. Orville moved to approve Vouchers # 2518 - 2552. Bill seconded, approved unanimously.
 - E. Penal Fines - no information available because County computers were down.
 - F. Progress on saving County charges - no information yet
- OLD BUSINESS:**
- A. Advisory Boards: Bronson: Bronson is insured through the township, MCM Group in Kalamazoo (building, contents, and liability are all covered). Coldwater: No report. May decide in the future to meet quarterly. Received a \$100.00 donation for the Memorial Fund from the descendents of the Loveridge family. Quincy: Quincy has been very busy with the Millage Campaign, especially the mailings. Union City: Flyers are being mailed and signs are up. We will be losing the clerk.
 - B. Friends of the Library donated \$ 1500.00 for the Millage Campaign which will help substantially.

- C. Millage Campaign Comments: Do we need more publicity for absentee ballots? Phyllis will pass the word along.
- D. Review of By-Laws: Bill reported that he needs more time to work on revisions.
- E. Progress on Automation: Mailing labels for borrowers have been produced. Print outs will be available to show the patrons the transactions that have been made. Septemebr is the target date for complete automation.

NEW BUSINESS:

- A. The switch from County to District library has caused us to lose the \$ 3,000.00 subsidy for County library directors salary. We still have one last payment of \$ 650.00 coming.
- B. A letter from Bill Stewart was received regarding Per Diem reimbursement. He declined payment because he feels such a service is part of his job as City Manager. Bill moved that his letter be accepted. Orville supported the motion, approved unanimously.
- C. Dean Insurance: Quoted an annual cost for insuring the air conditioners, furnaces ,plumbing, and similar items on a maintenance basis. Bill Stewart said it would be cheaper to fix items as repairs are needed. Phyllis concurred.
- D. Money for Millage Campaign: Phyllis suggested we use interest from the Memorial Fund. Because of the donation from the Friends of the Library we will only use \$ 1500.00. Bill moved to authorize payment to the Library Millage Campaign Committee in the amount of \$ 1500.00, supported by Orville. Vote was unanimously approved.
- E. Rent Payment to City on Lease: Orville moved to pay rental to the City of Coldwater in the amount of \$ 25.00 for a period of twenty-five years. Claire supported the motion. Vote was unanimously in favor.

INFORMATION ITEMS:

Noted

- A. Friends donation; previously noted.
- B. Trustee Workshop July 26
- C. 600 children have enrolled in the Summer Reading Program on a county wide basis.
- D. Phyllis noted overwhelming increase in Inter-Library Loan

Adjourned, 5:30 PM

Submitted,
Claire Heinonen