

FINAL DRAFT

BRANCH DISTRICT LIBRARY
BOARD MINUTES
20 January 1992
4:30 PM

Welcome to new Board member Jeanne Berg.

PRESENT: Richard Sharland, Tim Miller, Carol Brown, Vivian Slisher, Claire Heinonen, Bill Stewart, Jeanne Berg, and Phyllis Rosenberg.

ABSENT: Terry MacDonald

AGENDA: A. Tim moved, Vivian seconded, to approve the agenda. Approved.

ELECTION OF OFFICERS:

Bernard Friend, member of the public, opened the floor to nominations of election of officers.

- A. Tim moved, Carol seconded, to nominate Richard as President. Vivian moved, Tim seconded, to close nominations. Approved on both motions. Richard is the 1992 President with unanimous ballot cast.
- B. Vivian nominated Claire, who declined. Vivian moved, Claire seconded, to nominate Tim as Vice President. Vivian moved, Carol seconded, nominations be closed. Approved on both motions. Tim is the 1992 Vice President with unanimous ballot cast.
- C. Vivian moved, Claire seconded, to nominate Carol as Secretary. Tim moved, Vivian seconded, to close nominations. Both motions approved. Carol is the 1992 Secretary with unanimous ballot cast.
- D. Tim moved, Vivian seconded, to adopt the proposed Meeting Schedule (see attached) with a time change to 4:00 PM. Approved.
- E. Committee appointments are as follows:
FINANCES - Tim, Carol, Claire
PERSONNEL - Bill, Vivian, Jeanne
BUILDING - Richard, Bill

MINUTES: Carol moved, Tim seconded, to table approval of the 12/30/91 Minutes until the next meeting. Approved. Phyllis will have Carol's handwritten minutes from Catherine.

PUBLIC COMMENT: As for public comment, Bernard Friend wanted clarification of paid staff hours at Quincy Library.

FINANCES:

- A. Tim moved, Carol seconded, to approve the December Financial Statement. Approved.
- B. Operational Expenses Chart noted.
- C. Tim moved, Vivian seconded, to approve payment of Vouchers 2730 - 2775. Approved.
- D. Penal Fines Chart noted.

PENDING BUSINESS:

- A. Advisory Boards: Bronson: Library Advisory Board approved budget to give to their Township and City. They are also still trying to get the Library wall fixed. Coldwater: A great response from their Memorial Fund letter from September through December. Union: Has questions on the overdue fines and the Burlington patrons. Quincy: Hopes that the District Library Board will consider their concerns of public service hours.
- B. Committee Reports:
 - 1. Finance committee will meet sometime in February
 - 2. Personnel committee needs a meeting time to review current rules and regulations to determine if they are suitable for the District situation.
- C. Directors Report:
 - 1. The two new hires are Sheila Wojack, part time clerk, and Sue LeFevre, part time Reference Aide. There are over 30 resumes for the Librarian position.
 - 2. County passed our resolution.
 - 3. Millage election results noted.
 - 4. District money transferred to S.M.N.B.
 - 5. New hours for Headquarters and Branches noted. Bookmark attached.
 - 6. Holiday Schedule glitch tabled to find out how other Districts handle the problem.
 - 7. Estimate on Administration charges requested from Branch County not back.
 - 8. Will have the new phone system shortly.
 - 9. Monthly Service Report noted.
 - 10. Board use of the copy machines will be the same as the public.

- D. Regarding reply to Bernard Friend's letter of 12/18/91, the Board will use only the first paragraph of the Draft response, which actually states our decision. The remaining response is Richards point of view and may be sent as such.
- E. Phyllis said that she could not find approval to bond Richard and Catherine. Tim moved, Vivian seconded, to adopt a \$25,000.00 bond at a cost of \$40.00 yearly rate from Dean Insurance. Approved. (This resolution was adopted originally at the December 16, 1991 meeting and is so stated in the Minutes)
- F. Quincy Branch Service skipped in the agenda due to the hour

NEW BUSINESS: B Tim moved, Ckaire seconded, to designate Biringer, Hutchinson, VanDoren P.C. as legal counsel for BDLs. Approved.

All else on the agenda tabled to the next meeting

INFORMATION ITEMS:

Meeting adjourned 7:10 PM.

Respectfully submitted,
Carol Brown
Secretary