

FINAL DRAFT 6/18/92

BRANCH DISTRICT LIBRARY
BOARD MINUTES
18 May 1992
4:00 PM

- I. **ROLL CALL**
PRESENT: Richard Sharland, Carol Brown, Jeanne Berg, Vivian Slisher, Claire Heinonen, Bill Stewart, Greg Hager, Phyllis Rosenberg, Tim Miller (4:07)
ABSENT: None
- II. **AGENDA:** Carol moved, Claire seconded to approve two additional items to the agenda,, Approved.
1. Item II. B Go into closed session with attorney Andy VanDoren for purpose of employee negotiation information on basis of lawyer/client relationship.
2. Item VI. E 8 Patron complaint on the book Final Exit by Derek Humphrey.
Jeanne moved, Vivian seconded, to go into closed session. Approved.
Bill moved, Tim seconded, to reconvene the regular meeting after a five minute recess. Approved.
Meeting called back to order 4:45PM. Considering Agenda Item 7A, Bill moved, Tim seconded, to respectfully decline request to recognize BDLHEA as exclusive bargaining unit for the hourly employees. Approved.
- III. **MINUTES:** Tim moved, Claire seconded, to accept the Minutes of 4/20/92. Approved.
- IV. **BRIEF PUBLIC COMMENTS:**
Meeting opened to Public comments. Jane Baldwin, stated the Quincy Library Board's position on the Allen Penal Fines of which a written statement will be prepared for our June Board meeting.

V.

FINANCES:

- A.) Tim moved, Vivian seconded, to accept the April Financial Statement. Approved.
Discussion: Carol asked for the [Allen Penal Fine money account to be corrected and an account statement sent to the Quincy Library Advisory Board each month]
Catherine explained the Cash Management Fund and that it was invested at SMNB at fluctuating rates.
Bill encouraged that we look at other investment options such as Treasuries.
Our thanks to Catherine
Motion on floor to approve the Financial Statement was approved
- B.) Operations Chart noted.
- C.) Tim moved, Jeanne seconded, to approve Vouchers 2930 - 2987. Approved.
- D.) Penal fines noted.
- E.) Report on Financial Statement given by Catherine above.

VI.

PENDING BUSINESS:

- A.) Reports from Branch Liaisons
1. Bronson - Bronson City and Township don't want to pay Carole for meetings. They also want her to keep the books as part of her job.
 2. Coldwater - Coldwater Advisory Board will transfer city money to Coldwater Endowment Fund.
 3. Quincy - Quincy needs an accounting of Allen Penal Fines monies in order to make a decision as use of that money. Also wanted to know if Linda could sub for herself when a holiday fell on day off.
 4. Union City - Union City is still concerned about the Burlington situation.
- B.) Committee Reports
1. Finance - Looking at money coming in and going out. Fund Equity goal is to have a full years Penal Fines ahead.
 2. Personnel - No meeting
 3. Building -
 - a. Tim moved, Claire seconded, to have Allied Mechanical Services replace the basement air compressor unit at a cost of \$ 915.00
 - b. Director to take care of the pigeon problem

- c. There is a fungus-like growth on the NE wall of the building
- C.) Greg reported that Ralph Shafer asks \$ 0.15 a square foot for storage at the old Roosevelt building. There is concern about the temperature there for storing Library materials. (approximate need is 30'x40') Krown Warehousing's rate is \$0.25 which would be \$300.00 monthly. Bill will look into city space.
- D.) Letter on the Endowment Fund Policy is to be written up for the Branches, to be ready for the June Board meeting.
- E.) Directors Report
 1. Branch contracts have been reviewed and drawn up by the attorney.
 2. Greg reports automation target date moving along.
 3. Burlington Township has given nothing in writing as to their desired relationship with BDLs.
 4. Service Report noted.
 5. Bill moved, Carol seconded, to sell obsolete AV equipment by sealed bid (see attached list of said items) Approved.
 6. Personnel Task Force has been discontinued.
 7. Tim moved, Vivian seconded, to respectfully acknowledge the many years of service and to accept the retirement of Phyllis E. Rosenberg. Approved.
 8. Regarding a patron's complaint on the book Final Exit by Derek Humprey, we are to go with policy.

VII.

NEW BUSINESS

- A.) See above regarding BDLHEA.

VIII.

EXTENDED PUBLIC COMMENT

IX.

ADJOURNMENT

Adjourned at 6:43 PM.

Respectfully Submitted,

Carol Brown
Secretary