

10 E. Chicago St.
Coldwater, MI 49036

BRANCH DISTRICT LIBRARY SYSTEM

BOARD MINUTES
AUGUST 16, 1993
ALGANSEE TOWNSHIP LIBRARY
4:10 p.m.

PRESENT: Richard Sharland, Bill Stewart, Tim Miller,
Martha Hamp, Carol Brown and Dee Knapp.

ABSENT: Jeanne Berg, Vivian Slisher. Excused.

AGENDA: Tim moved, Martha seconded, to accept the
Agenda adding #6 under Pending Business:
Petty Cash at Union. Approved.

MINUTES: Tim moved, Carol seconded, to accept Board
Minutes of July 19, 1993. Approved.

**BRIEF PUBLIC
COMMENTS:** None.

FINANCES:

1. Tim moved, Carol seconded, to approve
Financial Statement dated July 31, 1993.
Approved.
2. Carol moved, Tim seconded, to pay Vouchers
183-225 which included the Dart & Rumsey
invoice of \$3,310. and the final invoice
from Hawes & Richards in amount of \$1,449.19
for the Quincy Library painting.
3. Operating Expenses Chart noted.

**PENDING
BUSINESS:**

1. Branch liasions reports:
 - a. Bronson is waiting on 3rd bid for
lighting.
 - b. Quincy had no July Advisory Board
meeting. Linda did a great job in
getting the books, shelves and
everything moved for the painting
presently going on. The Summer
Reading Program was a tremendous
success.

-Con'd.

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- c. Union wants to know about purchasing shelving which is on Dee's list to do. Information on chameleons requested from Martha by a parent who was directed to Central proved helpful since two eggs have hatched. Martha visited Ironwood Library and was graciously given a packet of childrens' activities which can be of use in Central's Kids' Place or by any of the branches.
 - d. Sherwood Township has approved plan of renovation including painting the whole library floor.
 - e. Algansee's Gwen Dove welcomed the Board to that library and gave us a brief history.
2. Report was given on Trustee Workshop by Martha Hamp and Carol Brown.
 3. Algansee has signed the Branch Service Contract which means all are signed now.
 4. Regarding branch telephones, Tim moved, Bill seconded, that the District own the equipment and pay the long distance charges, but the townships would pay the local charges. Approved.
 5. Director's report:
 - a. Personnel:
 1. Greg's separation pay was higher than expected because it included almost two years vacation and all accumulated sick days.
 2. Mira Klingler has been notified that her position is vacant since she has not returned to work or even contacted Dee in the twelve weeks after elective surgery.
 - b. August 27 is the closing date for the advertisement for Reference/Automation Librarian.

- c. From the comparative Summer Reading statistics, it was noted that the percentages of total participation and finished readers is quite low for Central.
- d. Linda VanWormer is to come to Dee regarding her questions on petty cash or any financial procedure at Union.

NEW BUSINESS:

- 1. Tim moved, Martha seconded, to approve petty cash procedure for Bronson. (See attached.) Approved.
- 2. Thank you received from Martha for flowers on passing of her father.

**INFORMATIONAL
ITEMS:**

Noted.

**EXTENDED PUBLIC
COMMENTS:**

None.

ADJOURNMENT:

Meeting adjourned 6:10 p.m.

Submitted by:

Carol Brown, Secretar

The Branch District Library System will provide necessary 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 weeks' notice to the Branch District Library System. Individuals with disabilities requiring auxiliary aids or services should contact the Branch District Library System, 10 East Chicago St., Coldwater, MI 49036. 517-278-2341 FAX 517-279-7134.

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