BRANCH DISTRICT LIBRARY SYSTEM

BOARD MINUTES
OCT. 18, 1993
CENTRAL LIBRARY
4:10 p.m.

PRESENT:
Richard Sharland, Jeanne Berg, Martha Hamp, Carol Brown, Vivian Slisher and Dee Knapp.

ABSENT:
Bill Stewart and Tim Miller.

AGENDA:
Carol moved, Jeanne seconded, to accept the Agenda with the insertion of "Correspondence" after "Minutes". Approved.

MINUTES:
Jeanne moved, Carol seconded, to accept Board Minutes of Sept. 20, 1993. Approved.

CORRESPONDENCE:
Thank you cards for Board/Employees picnic from employees. Thank you to Richard for his donation of turkeys, charcoal and location.

BRIEF PUBLIC COMMENTS:
None.

FINANCES:
1. Financial statement approved.
2. Vouchers #324-379.
3. Penal fines chart noted.

PENDING BUSINESS:
1. Branch liaisons reports:
   a. Coldwater has not met.
   b. Bronson has not met. Lighting is to be done Oct. 28, 1993.
   c. Quincy's remodeling Open House will be Nov. 14, 1993. Nika Club donation of $300 has been used for new magazine racks.
   d. Union status quo. Shelving is expected in late Nov./Dec.
   e. Sherwood. Painting of floor will be done in Nov. before installation of new shelving.

-Con'd.
NEW BUSINESS:

1. Sexual Harassment Policy discussed. Jeanne moved, Carol seconded, to adopt the policy with addition of paragraph regarding employee to patron harassment. Approved.

2. Director's report:
   a. Jeanne moved, Vivian seconded, to approve cost of library roof analysis contract/evaluation pending information on HFPE expenses, if any, and Director's consultation with building committee before proceeding. Approved.
   c. Personnel:
      1. Ad in Library Journal bringing in resumes.
      2. Retained library automation consultant along with two more libraries, cost may be down to $1,500. Due to vendor competition, time is great for vendor contract proposals which should be available to Board in March or April.

INFORMATIONAL ITEMS:

EXTENDED PUBLIC COMMENTS: Jane Baldwin urged us all to come to the Open House at the Quincy Library Nov. 14, 1993, 2:00 - 4:00.

ADJOURNMENT: Meeting adjourned 6:21 p.m.

Submitted by:

Carol Brown, Secretary

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.