

APPROVED, NOVEMBER 20, 2007

**10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System
Board Meeting Central Library
3rd Floor Conference Room
October 16, 2006
6:00 P.M.**

MINUTES

President Cherry called the meeting to order at 6:03 p.m.

PLEDGE OF ALLEGIANCE

PRESENT FOR ROLL CALL

Dorothy Cherry, President; Gayle Clover, Secretary; Jack Gay, Vice President; Georgann Reppert.

ABSENT FOR ROLL CALL

Carol Brown (excused); Lynda Chan (excused); Patricia Kne (arrived at 6:06 p.m.)

ALSO PRESENT

Janice Clark; Lynnell Eash; Mary Jo Kranz, Quincy Library Board; Bruce Mills, Director; Barbara Riegel; John Rucker

Public: Cindy Sebald

APPROVAL OF AGENDA

Gay moved, seconded by Reppert, to approve the Agenda of October 16, 2006. Motion carried.

BRIEF PUBLIC COMMENTS

Sebald: I have attended three of the Union Twp. Trustees Board Meetings. Discussed in length.

Rucker reporting on the Focus Group: - The first meeting of the Union Township Focus Group working on the Larsen Trust Grant. The meeting was productive and a dozen or so members of the community agreed to serve on committees to investigate specific options. The next meeting is on October 23rd @ 6:30 p.m. at the Union Twp. Hall/Library.

APPROVAL OF MINUTES

Gay moved, seconded by Reppert, to approve the Minutes of September 18, 2006. Motion carried.

CORRESPONDENCE

1. Letter of Resignation (Barbara Riegel, Secretary)
 - ~ Rucker reported: received more than 60 applications for Barb's position, and additional 10 that we keep on file from the past six months or so. Seventy-two (72) was the final number of applications. Management selected nine (9) to interview on Tuesday and Wednesday of this week.
2. Industrial Facilities Tax Exemption Certificate for Asama Coldwater Manufacturing, Inc.

FINANCES

1. Approval of Bills: 09/29/06 & 10/13/06
Gay moved, seconded by Reppert, to approve the bills as submitted. Motion carried.
2. Financial Statements: September 30, 2005 & 2005 (placed on file)
3. Penal Fine Chart: Period ending 09/30/06
4. Bronson Fiduciary Reserved Fund: 09/2006
5. Century Bank & Trust: 09/30/06
6. Kerr Donation: 10/5/06
7. Southern Michigan Bank & Trust: October 5, 2006
8. Additional Information Branches Expenditures Quarterly: September 30th

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 - a. Alganssee Branch: Clark reported:
 - ~ Fall programs have started.
 - ~ Wednesday we will have pumpkin decorating.
 - ~ Leaf pressing.
 - ~ Friends will be having a Halloween Party October 28th. Decorating the library.
 - ~ John hooked up our new phone.
 - ~ Lots of folks are bringing in Walnuts! I feel like a walnut ☺. Everywhere I see walnuts I feel I have to stop ☺
 - ~ I'm enjoying ordering new books.
 - ~ Everything is going well, thank you!

**President Cherry asked Vice President Gay to take over the meeting at this point.

- b. Bronson Branch: Eash reported:
 - ~ Pre-school story time is going very well.
 - ~ Computer class this Saturday that John will be doing.
 - ~ Halloween Party scheduled.
 - ~ Monday meeting with the Bank, and other people. Meeting at the City Office Building.
 - ~ 28th of October we have "Make a Difference Day."
 - ~ Next Wednesday I will be giving a talk at the Bronson Rotary.
 - ~ Friends meeting tomorrow at 5:00 p.m.
- c. Coldwater Central Branch: Rucker reported:
 - ~ Coldwater Branch received a "We The People Grant" Jeanne had applied for. Donation of a number of books and programs/materials. Kick-off on October 18th with cookies and punch. Several activities will be taking place throughout the next several months.
 - ~ Family Nights every Tuesday from 6:00 – 8:00 p.m.
 - ~ Bruce Caswell will be here Monday, October 23rd to read during story hour.
 - ~ Gene Wallace will be here Monday, October 30th to read during story hour.
 - ~ Displays in Kids Place.
- d. Coldwater Public Library (Holbrook Heritage Room): Minutes of September 11, 2006

- e. Quincy Branch: Mary Jo reported
 - ~ Library is busier then ever.
 - ~ Water heater leaking. Water heater purchased for the library.
 - ~ Change price of faxes: \$1.00 per page to send & .50 cents to receive.
 - ~ Purchased a Michigan Flag for Children's section.
 - ~ Update on lighting. The fixtures are still being manufactured in Mexico. Waiting for parts from China. ☺
 - ~ Need capital funds for three different things. Three shelves for Children's section \$368.00; a color printer \$600.00; additional cart for the book drop \$500.00. Total of \$1,468.00.

Clover moved, seconded by Kne, to approve the expenditure of \$1,468.00 from the Quincy Capital Improvement Fund toward the purchase of shelving, color printer and additional cart. Motion carried.

- f. Sherwood Branch: Eash reported
 - ~ Adult workshop coming up next week.
 - ~ Halloween Party. Handing out candy trick or treat night.
 - ~ New roof on the building.
 - ~ WALNUTS! ☺ So far today between Algansee and Sherwood \$1,012.00.
- g. Union Twp. Branch: (No report.)

2. Building Committee: Did not meet.

3. Ad-Hoc Committee: (Children's Services Committee) Did not meet.

4. Personnel Committee: Did not meet. (To be scheduled before next Board Mtg.)

5. Finance Committee: Did not meet. (To be scheduled before next Board Mtg.)

6. Technology Committee/Children's Internet Protection Act: Did not meet.

7. Director's Report: October 2006

- ~ Budget Meeting needed: Need to schedule.
- ~ Holiday Fundraising Letter: Prior to her departure, Barb has printed up the envelopes.
- ~ MLA Conference in Detroit: Attending the MLA Conference from October 11 – 13th.
- ~ National Register of Historic Places: Beginning the process of getting the Coldwater Building listed in the National Register of Historic Places.
- ~ PAC HUG Grant Money in Process: Received word from Jim Seidl that we should be receiving money from the Gates Foundation for the **Public Access Computer Hardware Up-Grade** project during the month of November.

Gay's promotion: "I was elected President of the Woodlands Library Governing Board."

- ~ Secretary Opening: John reported earlier.
- ~ Staff Meeting: Next staff meeting October 23, 2006.
- ~ State Aid Report: Should be complete by the end of this month.

8. Automation Report: October 2006

- ~ I feel all was discussed earlier.
- ~ Except the Staff training video for elevator problems.
- ~ And today – Bruce approved to purchase two bar code scanners \$600.00, will be on next month's bill.
- ~ Gates Grant: discussed.

9. Statistical Reports:

- Book Budget: 2006 - informational
- Monthly Statistical Report: September 2006- informational
- Capital Projects: August 2006- informational

NEW BUSINESS

Nothing at this time.

INFORMATIONAL ITEMS

None at this time.

EXTENDED PUBLIC COMMENTS

Sebald: Thank you for your time!

ADJOURNMENT

Meeting adjourned at 7:11 p.m.

Respectfully submitted:

Gayle Clover
BDLS Board Secretary

Barbara Riegel, Recording 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 week's notice to the Branch District Library System by writing or calling the following: Branch District Library System, 10 E. Chicago St., Coldwater, MI 49036 – (517) 278-2341