

Approved April 16, 2006

10 E. Chicago Street - Coldwater, MI 49036

Branch District Library System

Board Meeting Central Library

3<sup>rd</sup> Floor Conference Room

March 19, 2007

6:00 P.M.

### **MINUTES**

President Cherry called the meeting to order at 6:07 p.m.

### **PLEDGE OF ALLEGIANCE**

### **PRESENT FOR ROLL CALL**

Dorothy Cherry, President; Lynda Chan, Bonnie Frick, Gayle Clover, Secretary.

### **ABSENT FOR ROLL CALL**

Jack Gay, Georgann Reppert, Patricia Kne.

### **ALSO PRESENT**

Janice Clark, Branch Manager; Bruce Mills, Director; John Rucker, Assistant-Director; Gina Horn, Secretary.

**Public:** Cindy Sebald, Mary Jo Kranz.

### **APPROVAL OF AGENDA:**

**Motion made by Chan supported by Clover to approve the March 19<sup>th</sup> agenda.**

### **BRIEF PUBLIC COMMENTS**

The first choice for the new location of the Union Township Branch Library was turned down by the Family Dollar Store. Other sites are being considered. Sebald has been in contact with Carmen and they have agreed that the primary goal is going to be raising the funds for the building project.

## APPROVAL OF MINUTES

Motion made by Chan supported by Clover to approve the Minutes of February 19, 2007.  
Corrections noted. Motion carried.

## CORRESPONDENCE

None.

## FINANCES

1. Approval of Bills: 3/02/07 – 3/16/07 **Motion made by Chan supported by Clover to approve the bills as submitted. Motion carried.**
2. Financial Statements: February 28, 2007 & 2006 (Placed on file)
3. Penal Fine Chart: February 28, 2007 (Placed on file).
4. Bronson Fiduciary Reserved Funds: (Placed on file).
5. Century Bank & Trust: 02/28/2007 (Placed on file).
6. Kerr Donation: February 2007(Placed on file)
7. Southern Michigan Bank & Trust: 2/28/2007 (Placed on file).

## PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
  - a. Alagansee Branch: Clark reports:
    - March is a busy month. Our reading goal for the month is 75001 pages. As of today we have 31,000 pages read.
    - Story Hours included Dr. Seuss and Barbie's birthdays.
    - Our book discussion for One book One Community was Tuesday (March 14<sup>th</sup>) and we had 4 patrons participate. I made a Dominican Republic version of Johnny cakes, which are like fried tortilla chips.
    - I went to i Pod training, which I enjoyed.
    - I also attended the training for our new Web site.
    - John installed the new color printer, which is really nice and the patrons are thrilled.
    - The Binder Park program is scheduled for June along with the summer reading program. It will be held at the Township hall, which was approved.
    - Program for National Library week - The friends are presenting Balloon animal story hour with the children participating.
  - b. Bronson Branch: No report at this time.
  - c. Coldwater Branch: Rucker reports.
    - Garcia Girls discussion including cake made by Bruce (Tres Leches, meaning 3 Milks).
    - For March is reading month, the goal is 300,000 pages.
    - We are having regular Story Hours and a Saturday Story Hour with a volunteer which will be now through the end of April.
    - This week there are three (3) programs about gardening in Kids place. The children get to take home some plants in little cups.
    - Poetry contest with the theme of Spring. There will be a prize for the best original poem in each age category. The winners will be displayed in the library for all to see. The prize will be a pair of tickets to the Coldwater movie theater.

- d. Coldwater Public: Mills reports.
    - Carole Bolton has agreed to plant and care for the flower beds again this year. She has enlisted Gina Horn's help. The flats of annuals will be from the prison.
  - e. Quincy Branch: Kranz reports.
    - The lights are finally perfect.
    - We have new fans with remote control.
    - Legg Lumber came in and patched the tin ceiling and matched the molding and paint perfectly so you can't tell where the holes were. It looks wonderful!
    - Many of the Quincy patrons use the web site and card catalog to put holds on books, and to check their accounts, so I felt that the branch manager's meeting on how to update the website was very helpful.
    - Story Hours featured the birthday of the Cat in the hat and Barbie's birthday.
    - We will be discussing such topics as wind, spring and colors in the upcoming weeks.
    - John will be teaching two computer classes in March (17<sup>th</sup> Scanning and retouching photos) and April (14<sup>th</sup> the best of free software) in Quincy.
    - We had a small turnout for the book discussion. We also had the Dos Leches (2 milk cake with mango).
    - Quincy will have another book discussion this weekend.
  - f. Sherwood: Horn reports.
    - We had a wonderful turnout for the scrapbooking afternoon. Everyone had a great time and got a lot done.
    - The kids are using the coat racks and the portable shelves look great!
  - g. Union Twp. Branch: No report at this time.
2. Building Committee: Did not meet.
  3. Ad-Hoc Committee: (Children's Services Committee) Did not meet.
  4. Personnel Committee: Did not meet.
  5. Finance Committee: February 22, 2007. Discussed recommendation, and approved of division of funds at Southern Michigan Bank. Further recommendations are tabled until next month.
  6. Technology Committee / Children's Internet Protection Act: Did not meet
  7. Director's Report: Mills reports.
    - More information is included in the board packets explaining DearReader.com.
    - Jeanne will attend the Friends meeting this month. They are hosting the meeting for all of the county Friends next month. We will get the information out as soon as they meet.
    - I am excited as an i Pod user about our new program. John will give us an update on that.
    - I will be attending the MelCat Task force tomorrow. This is a moving of the inner loan system to the MelCat computer in Lansing. This program will not be effected by the State's budget cuts to the Libraries in Michigan because this program is funded by LSTA money (Federal Library money).
    - The final book discussion will be held at the Bronson Library on March 28<sup>th</sup> at 5:30. We will be putting out a poster with that information.
  8. Automation Report: Rucker reports.
    - Report on file.
    - **Motion made by Chan supported by Clover to approve the purchase of a flatbed scanner for \$445.27 and \$658 for equipment upkeep (2 bar code**

**readers and stands to replace the aging ones) from the Capital Automation fund. Motion carried.**

9. Statistical Reports:

- Book Budget: 2007
- Monthly Statistical Report:
- Capital Projects:

**NEW BUSINESS**

None.

**INFORMATIONAL ITEMS**

None.

**EXTENDED PUBLIC COMMENTS**

None.

**ADJORNMENT**

**Motion made by Chan supported by Frick to adjourn the meeting. Motion carried.**

Meeting adjourned at 7:27 p.m.

Respectfully submitted:

Gayle Clover  
BDLS Board Secretary

Gina Horn, 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.