

Draft

10 E. Chicago Street – Coldwater, Mi 49036
Branch District Library System

Alganssee Branch Library
580-B S. Ray Quincy Road
Quincy, MI 49082

June 18, 2007
6:00 P.M.

MINUTES

President Cherry called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

PRESENT FOR ROLL CALL

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

ABSENT FOR ROLL CALL

Patricia Kne; Bonnie Frick; Lynda Chan (all excused.)

ALSO PRESENT

Bruce Mills, Director; John Rucker, Assistant Director; Gina Horn, Secretary; Mary Jo
Kranz; Jan Clark, Alganssee Branch Manager; Sandy Patterson, Union Branch Clerk;
Erica Ewers, Alganssee Township Supervisor.

APPROVAL OF AGENDA

Additions to agenda are as follows: New Business – Elevator repair; Sherwood Branch –
Request for air conditioner, from Sherwood Capital Improvement funds.

Motion made by Gay, supported by Clover, to approve the agenda as amended.

Motion carried.

BRIEF PUBLIC COMMENTS

Clark and Ewers would like to welcome everyone to the historic Alganssee Branch of the
Branch District Library.

APPROVAL OF MINUTES

**Motion made by Gay, supported by Reppert, to approve the minutes of May 21,
2007 as amended. Motion carried.**

CORRESPONDENCE

None.

FINANCE

1. Approval of Bills: 5/25/07 & 6/08/07. **Motion made by Gay, supported by Clover, to approve the bills. Motion carried.**
2. Financial Statements: (Placed on file.)
3. Penal Fine Chart: 2007 (Placed on file.)
4. Bronson Fiduciary Reserve Fund: (Placed on file.)
5. Century Bank & Trust: 6/06/07 (Placed on file.)
6. Kerr Donation: 6/06/07 (Placed on file.)
7. Southern Michigan Bank & Trust:

Pending Business:

1. Reports from Central & Branch Liaisons:
 - Algansee Branch: Clark reports.
 - The Summer Reading Program will run from June 12th to July 20th. We will be having an adult reading program also.
 - We have been working on crafts to go along with story time. We have made Mother's Day and Father's Day crafts along with several other crafts.
 - Lisa from the Quincy Branch and I went to Jennings Elementary, June 10th & 11th to talk to the students about the Summer Reading program, Get a Clue. Lisa was kind enough to design the programs for both branches, so we were able to give out programs to the kids.
 - John brought out the new digital camera and showed me how to use it. It is easy to use and we have been getting a lot of use out of it. Thank you John.
 - Our book sale on the lawn includes a community wide garage sale on Saturday, June 30th from 9 am to 3 pm being run by the Friends' of the library. We will also be having a "bake-less" bake sale, which will be by donations.
 - We will be having a program put on by the Binder Park Zoo "Lets Look For Clues" on Wednesday, June 27th at 10 am. It will be held at the Pine Ridge Church right down the road.
 - Erica Ewers reports that she has been working with John Rucker on getting a wireless internet connection to the Algansee area to benefit the library as well as the township residents. She is happy to report that she is working with BPU and the township is getting bids for a wireless tower to be put up at the township hall that the library would be able to connect to. All residents within a 3-mile radius of the township building will benefit from the wireless tower.

- Bronson Branch: Mills reports.
 - We had a total of 11 classes come to the library for the tours before school let out. The children were really interested in the elevator project and trying to figure out fund raising ideas.
 - The summer programs have started, we will have noon movies on Tuesdays; and people can bring a sack lunch or snacks to eat, watch a movie and stay cool.
 - We will have crafts on Thursdays from 11:00 – 12:30 and preschool story time on Fridays.
 - Pete Stobie from the Kalamazoo Nature Center will be coming on June 26th at 4:00 to present “The Scoop on Poop”.
 - Summer Reading Club started last week with a registration party kick-off. The front yard was decorated with pennant banners and balloons to draw attention to the library (It worked!). The people who signed up that day got balloons and refreshments along with bookmarks, tattoos and the information for the reading club.
 - We had 51 sign up the first day and as of Friday we have 75 total.
 - We have programs for children, teens and adults.
 - Circulation, attendance and computer use continues to grow and we are looking forward to a busy summer.
 - We have had a personnel change, Pat Rothrock and Stephanie Davis have traded places. Pat is now working at the Coldwater branch, while Stephanie is now at the Bronson branch. Stephanie is continuing her work at the Coldwater branch in the Tech Services position.

- Coldwater Central Branch: Rucker Reports.
 - We have started registration for the Summer Reading Program.
 - This Wednesday we have a kick off with Ronald McDonald. He will be performing a magic show and talk to the children about the importance of reading.
 - The teen program is called “You Never know”. There will be a Mystery Night this Thursday at the Central library. Only teens are invited from 8 – 9 pm (after library hours). We will have chaperones and adults on every floor to make sure nothing gets out of hand. Ruth has gone through the library taking pictures of all sorts of little things you never notice in the library. The teens will need to find each of these items and mark them off of the chart.
 - There will also be a video game series on Tuesday afternoons (June 19th through July 17th). The games are Donkey Konga and a racing game called Mario Kart. This is an invitation only bonus for the teens doing the reading program.
 - There will be an end of the summer party on July 17th for the teen reading program.

- Pete Stobie will be coming on June 26th for the program “The Scoop on Poop”.
 - Today was the retirement luncheon at the Coldwater branch for Linda Birkenbeul. Her last day working will be Wednesday, June 20, 2007. There was quite a large turnout of past and present employees to wish her well.
- Coldwater Public Library (Holbrook Heritage Room): Minutes of May 14, 2007.
 - Placed on file.
- Quincy Branch: Kranz reports.
 - Quincy branch had a drop box lettering donated by Beth Ann’s Embroidery. We appreciate her support.
 - The digital camera is very nice. Thanks to John for the training for it. The camera was used the same day for photographing a 1941 Quincy Herald Newspaper to fulfill a reference question. The microfilm was too fuzzy, so the camera worked perfectly.
 - Lisa and Jan Clark went to the Jennings Elementary school library, informing children of the summer reading program.
 - Bobbi Brickey is very thankful for the books purchased in her honor. She was very moved by the thoughtfulness.
 - Children are signing up for the summer reading program. Quincy has three programs: Pre – 5th, middle school and high school programs, by request this year.
 - Carlita Cartwright began last week as a summer clerk. She will work until August 1 and will be a huge help this summer, especially with three programs going. We are grateful that the Quincy Advisory Board volunteered a sum to cover her wages.
- Sherwood: Mills reports.
 - The Summer Reading Clubs have started with programs for children, teens and adults. We held a registration kick-off last Tuesday. The front of the building was decorated with pennant banners and balloons. Everyone received balloons and refreshments. We had 18 sign up that day and as of Thursday we have 25 total so far.
 - Thursdays will be crafts, scavenger hunt, and solve a mystery programs. We have Joel Tracey coming to present a program with “Detective Dewey” on July 12th at 5:00.
 - The Sherwood Book Sale will be Saturday June 23rd from 8:00 – 2:00.
 - We would like the board to approve the purchase from Sherwood Capital Improvement funds for a window air conditioner unit. **Motion made by Clover, supported by Gay, to spend up to \$1,200.00 from Sherwood Capital Improvement funds for the purchase and**

installation of a window unit air conditioner, for the Sherwood branch. Motion carried.

- Union: Patterson reports.
 - We have programs and thanks to John, and the new digital camera we have pictures of the stepping-stones that were made.
 - Money from the Memorial Day sales: Plant sales = \$585.00. Popcorn / water sales = \$265.66
 - Summer reading program began June 11th.
 - We have already had one program on June 13th, “Discover How Our Local Police Investigates.”
 - June 20th will be Kindermusic.
 - June 29th at 2pm will be the Kalamazoo Nature Center / Pete Stobie/ “The Scoop on Poop” at the Union City Middle School.
 - July 3rd is “Get a Clue with Red, White and Blue” at 11am and the library.
 - July 16th at 11:00 we will be having a “Hackysack” program with the Flying Aces at the middle school.
 - July 20th Ronald McDonald will be doing a program.
 - Many more fundraisers have been scheduled throughout the summer including:
 - 1) An Auction on June 30th, at 9:00 A.M. -
 - 2) July 3rd, Fireworks evening – Kiss the Pig – Various “dignitaries”.
 - 3) July 14th – Meteor Festival – T-shirts with Patricia Polacco illustration & signature.
 - 4) July 21st – Jack’s Grocery cookout, from 10 am - 2 pm.
 - 5) August 11th – Golf Outing, 4-man team \$50 each person; also selling tee ads.
 - 6) August 16th for the sports fans, author/speaker Dave Argabright and Union City Car Show & Cruise.
 - We have \$46,180.21 in the building fund.
 - During all this we are planning Summer Reading! It is scheduled for June 11 – July 20th, 2007. Needless to say, we have been busy!
 - We would appreciate consideration of added hours for Sandy & Pat to get our work done (with pay).
- 2. Building Committee: Did not meet.
- 3. Ad-Hoc Committee (Children’s Services Committee): Did not meet.
- 4. Personnel Committee: Met Thursday, May 31, 2007
 - Proposed change to Personnel Manual: **Motion made by Reppert, supported by Clover, to approve the recommendation of the changes in the Personnel Policy as specified in the handout. Motion carried.**

5. Finance Committee: Did not meet.
6. Technology Committee / Children's Internet Protection Act: Did not meet.
7. Director's report: Mills reports.
 - Report on file.
 - Union Township Branch Request for Increase in Hours: **Motion made by Clover, supported by Reppert, to table until next month's meeting, the request from Union Township branch for two (2) additional hours per week for the two employees there, during the time that the fund raising is going on for the new library. Motion carried.**
8. Automation report: Rucker reports.
 - Report on file.
9. Statistical Reports:
 - Book Budget: 2007 (Placed on file.)
 - Monthly Statistical Report: April 2007 (Placed on file.)
 - Capital Projects: May 2007 (Placed on file.)

NEW BUSINESS

1. Otis Elevator Repair: **Motion made by Gay, supported by Reppert, to repair the elevator at the cost quoted. Motion carried.**

Respectfully submitted:



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 a 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.