

10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System
Board Meeting Central Library
3rd Floor Conference Room
February 18, 2008
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; Patricia Kne; Bonnie Frick; Georgann Reppert.

ABSENT FOR ROLL CALL

Gayle Clover (excused), Lynda Chan (excused).

ALSO PRESENT

Lynnell Eash, Bronson/Sherwood Branch Manager; Bruce Mills, Director; Gina Horn, Secretary; John Rucker, Assistant Director; Jeanne Berg, Kids Place Librarian/Bookkeeper; Cindy Sebald; Bob Kne.

APPROVAL OF AGENDA

The Automation Report is to be moved to directly after the Audit Report. The Report on Law Library Expenditures is to be added to the agenda, after the Bronson Fiduciary Reserved Fund. Motion made by Kne, supported by Frick, to approve the agenda as amended. Motion carried.

AUDIT REPORT

Report given by Tim Taylor of Rumsey & Watkins, P.C.: Discussed and placed on file.

BRIEF PUBLIC COMMENTS

Sebald: Reported on the architect's plans for the Union Township library.

APPROVAL OF MINUTES

Motion made by Reppert, supported by Gay, to approve the minutes of January 21, 2008 as corrected. Motion carried.

CORRESPONDENCE

(No correspondence)

FINANCES

1. Approval of Bills: 02/01/2008 & 02/15/2008
Motion made by Gay, supported by Frick, to approve the bills as submitted.
Motion carried.
2. Financial Report: (placed on file).
3. Branch County Penal Fine Chart: February 5, 2008 (placed on file).
4. Kerr Funds: January 31, 2008 (placed on file).
5. Southern Michigan Bank & Trust: (placed on file).
6. Bronson Fiduciary Reserved Fund: 2007 (placed on file).
7. Law Library Expenditure: (Placed on file)
8. Branch Expenditures: Quarterly report (placed on file).

PENDING BUSINESS

- 1) Reports from Central & Branch Liaisons:
 - a) **Algansee Branch:** Mills reported:
 - i) Story Hour & craft time continues every Tuesday at 4:00. There are between 5 and 8 children attending each week.
 - ii) New books have been ordered. We are displaying older books as well as the new books to attract patrons, and have found it successful.
 - iii) Jan is volunteering at Jennings Elementary Wednesday mornings with second graders for a book club and is reading with eight (8) children. They discuss the book they are reading and about the books they like to read. The children thought Coldwater and Quincy were the only libraries in the area. Jan informed the children of all of the branch libraries.
 - iv) Jan has been recommending the One Book, One County book, *One More Day*, by Mitch Albom. They have 2 books and one on cd and they are all checked out.
 - v) Jan is working on additional activities for March is Reading Month. Submitted by Jan Clark, Algansee Branch Manager.
 - b) Bronson Branch: Eash reports.
 - i) We had seven (7) attend the basket-making workshop in February. Everyone enjoyed it and wondered when we would have the next workshop. The next one will be held the first Saturday in March and will be *How to Create Mosaic Stepping Stones*.
 - ii) The *Bronson Bookies* hold their first book discussion tomorrow night at 6:00 p.m.
 - iii) John has delivered the computers for the basement and he is in the process of setting them up. The CPU holders arrived (capital project). We hope to have the basement ready by March 12th. We delayed it until then because of the township meetings, 4-H meetings and programs.
 - iv) The Friends of the Bronson Library have accumulated \$100,000 towards the Barrier Free Access Project. The Friends had decided to change the name from the Handicap Accessible Project because so many people would hear the name and say automatically think wheelchair access only. We have several community members that do not have access to the library because they are unable to climb the stairs.

- v) On March 7th the Methodist Church in Bronson will be holding a Soup & Sandwich supper from 5:00 to 7:00, along with a Friend's sponsored Silent Auction. The Friends have been busy-seeking donations for the auction. We hope you will be able to attend.
- c) Coldwater Central Branch: Berg reported:
 - i) Grandparent's day was this past Saturday; it went very well. Ruth plans special activities to do with the Grandparents.
 - ii) We also have Chris Rodesiler coming in as our guest reader several times over the course of the spring.
 - iii) We did some celebration for Black History Month.
 - iv) We are looking at doing some home schooling activities; getting some literature out to home school participants. Trying to help them with activities that might meet their curriculum.
 - v) We are planning activities throughout the month of March for March is Reading Month as well as April for the Poetry Contest and getting ready for Summer Reading.
 - d) Coldwater Public Library (Holbrook Heritage Room): Report on file.
 - e) Quincy Branch: Frick reports.
 - i) Quincy Library Flag preservation: Lisa has contacted the Borroughs Corporation, as the Michigan Historical Museum has used them many times and likes to use this Michigan company. We are still in the beginning stages of this project.
 - ii) December 15th Library break-in: January 16 Court date did not have the youth on the docket for that day. Lisa did not go, and has not been informed of a new date.
 - iii) Karen Czarnik (storyteller) has been booked for National Library Week, on April 15th.
 - iv) Renee and Lisa have been doing the necessary task of weeding areas of our library, making space. We receive donations quite regularly towards our book sales, but some are useable in our library. Patrons are always anxious for our new purchases at the beginning of the year.
 - v) Central Elevator serviced our lift on Jan. 29. An emergency battery was replaced (\$26).
 - f) Sherwood Branch: Eash reported.
 - i) The computer chairs have arrived; have been put together and are in place and they look very nice.
 - ii) We are having a *Beat the Winter Bla's* contest for teens through adults. They have to read five (5) books and write them down on a bookmark they get. When they turn it in completed they get a mug with a packet of hot cocoa, a bookmark and a mint. Their names will go in for a Grand-prize drawing of a basket filled with "*comfie goodies*" (a blanket, teas, cocoas, soup, and all different sorts of things). One person will win the Grand-prize. The contest runs through February.
 - iii) The past couple of programs at Sherwood have had the best attendance I have seen since I started as Manager at Sherwood. The Village Council often comments that

they appreciate the library because it is one place the kids in town have to go to and to do things. They have been really happy with the library.

iv) Lynnell Eash has resigned from the Sherwood branch. March 8th will be her last day at that branch as Manager. She will continue to be the Manager at the Bronson branch, where circulation and attendance continues to grow.

g) Union Twp. Branch: Mills reports.

i) In the month of February we had a Saturday Valentine craft with six (6) children and one (1) adult.

ii) On the 23rd of February, the Union Twp. Library will host a Gene Wasserman workshop making nesting boxes. Attendees will be able to make a choice of one of three (3) this year. Choices include a bat box, wren box or a bluebird box. It will be held at the fire hall from 9:30 to 11:30. The Friends are supplying one (1) nest box per family. Extras can be purchased.

iii) On March 19th we hope to sponsor a poetry contest again. The contest will go through March and end on April 16th. For every participating grade level we will award a poetry book as a prize. All poems will be judged and winners determined after the deadline.

iv) We are also happy to welcome our newspaper to town, the Union City Clarion.

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: Did not meet.

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

- Director's report: (Placed on file.)
- Automation report: (Placed on file.)

7) Statistical Reports:

a. Book Budget: 2008 (placed on file.)

b. Monthly Statistical Report: February 2008- (placed on file.)

c. Capital Projects: February 2008- (placed on file.)

NEW BUSINESS

None

INFORMATIONAL ITEMS

Patron Comments: Discussed (placed on file).

EXTENDED PUBLIC COMMENTS

None

ADJOURNMENT

Motion made by Gay, supported by Chan, to adjourn the meeting. Motion carried.
Meeting adjourned at 7:25 p.m.

Respectfully submitted

A handwritten signature in cursive script that reads "Patricia Kne".

Patricia Kne
Acting BDLS 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