

Branch District Library Board Meeting
10 E. Chicago Street – Coldwater, MI 49036
3rd Floor Meeting Room

November 17, 2008
6:00 p.m.

Meeting called to order at 6:00 p.m. By President Cherry.

Pledge of Allegiance

Present for Roll Call

Dorothy Cherry, President; Jack Gay, Vice President; Gayle Clover, Secretary; Bonnie Frick; Pat Kne; Georgann Reppert; Lynda Chan.

Absent for Roll Call

None.

Also Present

Bruce Mills, Director; John Rucker, Assistant director; Jeanne Berg, Bookkeeper/Children's Services Librarian; Lynnell Eash, Bronson Branch Manager; Erica Ewers; Bob Kne; Gina Horn, Secretary to the Director.

Approval of the Agenda

Motion made by Gay, supported by Frick, to approve the agenda of November 17, 2008 as submitted. Motion carried.

Brief Public Comments

Sebald – At the Union Library Friends meeting last month they discussed the development agreement, which the township and village have both signed.

Approval of Minutes

Motion made by Chan, supported by Reppert, to approve the minutes of October 20, 2008 as corrected. Motion carried.

2009 Budget Hearing

The proposed 2009 Budget has been posted at each branch, including Coldwater for public review and a notice of this hearing has been placed in the Daily Reporter as well. **Motion made by Gay, supported by Kne, to approve the 2009 budget as amended.**

Yeas: 7

Nay 0

Absent: 0

2009 Budget as approved has passed. The approved budget will be posted at each branch.

Correspondence

None.

Finances

1. Approval of Bills: 10/24/08 & 11/07/08 **Motion made by Reppert, supported by Frick, to approve the bills as submitted. Motion carried.**
2. Financial Report: October 31, 2008 and 2007 (Placed on file.)
3. Branch County Penal Fine Chart: October 31, 2008 (Placed on file.)
4. Kerr Funds: October 31, 2008 (Placed on file.)
5. Bronson Fiduciary Reserved Fund: October 31, 2008 (Placed on file.)
6. Century Bank and Trust (Glen Barnett): November 4, 2008 (Placed on file.)

Pending Business:

1. Reports from Central & Branch Liaisons:
 1. Algansee Branch- Mills reports.
 1. Story times have been lasting more than an hour. The children and patrons coming in have been drying leaves for projects, coloring, and building turkeys out of pumpkins donated to us by the Pine Ridge Church. Lots of reading to children while they are doing their projects.
 2. We have finished the Walnut Drive. Thanks goes to Jim and Lynnell Eash for hauling walnuts. We grossed about \$485 which we will share with Sherwood.
 3. There are lots of craft projects planned for Christmas.
 2. Bronson Branch – Eash reports
 1. The Bronson Library Proposal passed. The Building Committee is planning on meeting on Wednesday, November 5, 2008. Marv Carmen is coming over to give a little pep-talk.
 2. The *Make a Difference Day* that the Friends held raised \$700 for books.
 3. Last month we had 40 new patrons sign up.
 4. Programs are going great. The library has been busy.
 5. Our fax machine broke. We would like to request that the board approve the purchase of a Multi-function ink jet printer (it is a printer, copier scanner and fax machine all in one). The cost is \$189.99 plus shipping and handling. **Motion made by Clover, supported by Chan to approve the purchase from Bronson Capital funds, a multi-function printer/scanner/fax machine for \$189.99 plus shipping and handling. Motion carried.**
 6. Clover reminds the board that they are still selling Terry Lynn Nuts as a fund raiser for Bronson.
- Coldwater Central – Mills reports
 1. The roofing project is underway.
 2. We have a District Capital request for a portable P.A. System on wheels for use at all of the branches. The price is \$659. We did a poll of each of the branches to see how they would use a portable P.A. System if they had one available. Most of the branches agreed they would use it for guest speakers and programs and different activities for the Summer Reading Program, although Pet Parade and Home Schooling Programs were also mentioned.

Motion made by Frick, supported by Gay, to spend \$659, plus any associated expenses with the purchase of a portable P.A. System with a cordless microphone out of District Capital funds. Motion carried.

3. We also have a request for Coldwater Capital funds to purchase four bases racks to display tax forms. **Motion made by Gay, supported by Chan, to approve the expenditure of \$107 from Coldwater Capital Improvement for the purchase of four (4) bases to fit on the racks that we use to display tax forms. Motion carried.**
4. Coldwater Public Library – Mills reports.
 1. The CLP Board has agreed to purchase a microfilm reader/writer. It will allow them to scan and either save to their own storage device or email copies of the microfilm. It can actually improve the quality of the image from the original microfilm image. It also uses an LED light for the lamp, which has a lifetime guarantee. The bulbs for the other projectors that we use are about \$300 to \$500 a piece with a limited lifetime guarantee. We will keep the old projector until it can not be used.
5. Quincy Branch – Frick reports
 1. Our Flag Fund has gotten up to \$9,800. The Detroit Institute of Arts is still working on the silk G.A.R. Flag. It could be completed by early 2009.
 2. We had a voting box for children to vote for their favorite books during election time. Upstart had categories to vote for favorite picture books, chapter books, etc. Children could also go to www.voteforbooks.com.
 3. The board had an election of officers and they are the same as before.
 4. The Friends of the Library had a good book sale last week.
 5. Renee is very good at helping patrons get use to the public catalog and its new navigation techniques.
 6. John Rucker will be teaching a class this Saturday, November 22th, at the Quincy branch regarding Microsoft Word usage.
 7. The Quincy library will participate in National Gaming Day this past Saturday, November 15th. (The ALA has provided every public library in the United States with a free copy of PICTUREKA!).
6. **Sherwood Branch** – Horn reports.
 1. We had Gaming Day at the Sherwood Library last Saturday. I bought cider and donuts for the children that participated. They played PICTUREKA!, Trouble, checkers, Battle Ship, and Life as well as games on the computer. Eight children participated for the entire 3 hours that we were open.
 2. Tuesday we are having a candle decorating class. Ruth from Kids Place is coming to Sherwood to show us some decorating techniques.
 3. On December 4th. Nola from the Heritage Room will be coming out to spend an hour or two with us to do a Heritage Scrapbook.
 4. Last Tuesday we had 51 patrons visit the library in the first 2 hours we were open. It was wonderful to see so many people at the library. We have been really busy.
 5. We are still getting new patrons signing up weekly.
7. Union Branch – Mills reports.
 1. We will be hosting a Christmas Craft Open House December 6th, from 9:30 to 11:30.
 2. We would like to request from Union's Capital Funds the purchase of a fax machine.

Motion made by Clover, supported by Kne, to approve the expenditure of \$189.99 plus shipping from Union's Capital Improvement Funds for an all-in-one printer/scanner/fax machine. Motion carried.

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.
7. Director's Report: November 2008 (Placed on file.)
8. Automation Report: November 12, 2008 (Placed on file.)
9. Statistical Reports:
 1. Book Budget: November 2008 (Placed on file.)
 2. Monthly Statistical Report: Not yet available.
 3. Capital Projects: November 2008

New Business

None

Informational Items

Patron Feedback
Staff Meeting Minutes

Extended Public Comments:

Adjournment

Motion made by Gay, supported by Chan, to adjourn the meeting. Meeting adjourned at 7:45 p.m.

Respectfully submitted

Gayle Clover
BDL 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.