

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

November 15, 2010
6:00 p.m.

MEETING CALLED TO ORDER

Board President, Dorothy Cherry calls the meeting of the Branch District Library Board to order at 6:00 p.m.

PRESENT FOR ROLL CALL

Dorothy Cherry, BDL Board President; Georgann Reppert, Vice President; Bonnie Frick, Secretary; Phil Anderson; Pat Kne; Gayle Clover, Lynda Chan.

ABSENT FOR ROLL CALL

None

ALSO PRESENT

Bruce Mills, Director; Jeanne Berg, Tech Services/Bookkeeper/Circulation Coordinator; Gina Horn, BDL Secretary/Sherwood Branch Manager; Lynnell Eash, Bronson Branch Manager; John Rucker, BDL Automation/Assistant Director.

APPROVAL OF AGENDA

Motion made by Frick, supported by Chan, to approve the agenda as amended, with the addition of Expiring Term of Board Members under New Business. Motion carried.

BRIEF PUBLIC COMMENTS

None

APPROVAL OF MINUTES

Motion by Reppert, supported by Anderson, to approve the minutes of October 18, 2010 as corrected. Motion carried.

FINAL READING OF THE 2011 BUDGET

Motion made by Anderson, supported by Frick, to approve the 2011 General Fund Budget.

Roll call vote: Ayes: 7 Nays: 0 **Motion carried.**

Motion by Kne, supported by Frick, to approve the Endowment Budget as corrected.

Roll call vote: Ayes: 7 Nays: 0 **Motion carried.**

CORRESPONDENCE

None.

FINANCES

1. Approval of Bills: November 05, 2010 **Motion made by Reppert, supported by Kne, to approve the bills as submitted. Motion carried.**

2. Financial Report: October 31, 2010 & 2009 (Placed on file.)
3. Branch County Penal Fine Report: November 4, 2010 (Placed on file.)
4. Bronson Fiduciary Reserved Fund: October 2010 (Placed on file.)
5. Glenn Barnett Fund: October 2010 (Placed on file.)
6. Quarterly Branch Expenditures: September 30, 2010 (Placed on file.)

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 1. Alganssee Branch – Mills reports.
 1. The new library signs at Alganssee have been installed.
 2. The Alganssee Friends sponsored the Binder Park Zoo Mobile with 60 patrons attending.
 3. The Story Hour children were busy with Thanksgiving crafts this month.
 2. Bronson Branch – Eash reports.
 1. Movie Night for kids has started with 30 kids attending.
 2. G.L.A.S.S. (Great Lakes Area Supernatural Society) did a program and 40 people attended.
 3. We will be starting Adult Movie Night again.
 4. We had the Branch County Historical Society come to the library to talk to patrons about preserving history.
 5. We will start Scrapbooking one Saturday afternoon a month.
 6. Lisa and Lynnell are planning on attending the Performers Showcase in December.
 7. The Nut Fundraiser is going well, as well as our other fundraisers. The Make a Difference Day fundraiser made \$600 and the Fazoli's Dinner made \$590.
 8. We have a new bulletin board outside. One half is the township's and the other half is for the library.
 9. The new light in the entryway is up and looks nice.
 10. The magazine rack is up.
 3. Coldwater Branch – Mills reports.
 1. Local author David Vaughn Renner visited, with only 2 people in attendance.
 2. Polly Cray will present Tea 101
 3. Michelle Milnes will conduct a Coffee 101 program.
 4. Coldwater Public Library (Holbrook Heritage Room)
 1. Approved minutes of October 11, 2010. (Placed on file.)
 2. We received a \$500 grant from Walmart Distribution for our microfilming project.
 5. Quincy Branch – Frick reports.
 1. The Quincy branch has been busy circulating over 2,000 items and increasing fax and internet usage.
 2. The Friends of the Library had a book sale last week.
 3. Patrons have enjoyed the monthly giveaways from the Friends this year. The December Mystery Box will be filled by the local NIKA ladies group, which supports the library though it's annual auction each May.

6. Sherwood Branch – Horn reports.
 1. We held a Cake Decorating class with instructor Katie Graff, and had 6 people attend. Katie showed us everything from removing your cake from the pan in one piece to trimming, frosting and decorating it. There was a \$5 fee for the class, but money went towards purchasing materials, which everyone got to keep.
 2. We also had a Basket Weaving class with Audrey Hostetler. We had 6 people attend the class and each made a really nice basket. Everyone said they had a great time with each program and are looking forward to having more of these types of classes.
 3. We are continuing with Story Hour every Thursday at 4 p.m. Mrs. G has been busy reading and doing fall crafts with the kids.
 4. We will be hosting a cookie exchange Thursday, December 9th at 7:00 p.m.

7. Union Township Branch -
 1. Interior Committee Meeting: Met November 3, 2010. Placed on file.
 2. The new building is going well.
 3. **Motion made by Chan, supported by Kne, to authorize John Rucker to purchase furnishings for the new library and submit the bills to the board for approval. Motion carried.**
 4. Bake Sale -We sponsored a bake sale on the Tuesday before Thanksgiving. It went really well, we sold over \$250 of baked goods, which will go towards programs. The sale was held at the library and at Southern Michigan Bank in Union City.
 5. We have a new volunteer, Amy Alcenius, at the Union Twp. Branch. Amy emailed us requesting a position as a volunteer. She was interviewed by staff and has been in twice so far as a volunteer. She is going to school working towards Library Science.

2. Building Committee: Did not meet.
3. Ad-Hoc 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, however our Automation Director assures compliance with the Children's Internet Protection Act.
7. Director's report: Placed on file.
8. Automation Report: Placed on file.
9. Statistical Reports: October 2010
 1. Book Budget: October 2010
 2. Monthly Statistical Report: October 2010
 3. Capital Projects: October 2010

UNFINISHED BUSINESS

NEW BUSINESS

1. Expiring Term for Board Members: Bonnie Frick and Lynda Chan.
2. Additional Financial Support for the parking lot: **Motion made by Reppert, supported by Chan, that no additional funds shall be paid for the Courthouse parking lot project. Motion carried.**

3. Veribank – Discussed that previously resolved report will be ordered.
4. Annual Longevity pay and step increase – **Motion made by Frick, supported by Clover to approve the annual staff longevity pay and step increase. Motion carried.**

INFORMATIONAL ITEMS

EXTENDED PUBLIC COMMENTS

None

ADJOURNMENT

Motion made by Chan, supported by Kne, to adjourn the meeting.
Meeting adjourned at 7:18 p.m.

Respectfully submitted,

Bonnie Frick,
BDL Secretary

Gina Horn
BDL 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