

Branch District Board Meeting  
10 E. Chicago Street, Coldwater, MI 49036  
3<sup>rd</sup> Floor Meeting Room

April 18, 2011  
6:00 P.M.

**MEETING CALLED TO ORDER**

The meeting of the Branch District Library Board was called to order at 6:00 p.m.

**PRESENT FOR ROLL CALL**

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

**ABSENT**

Pat Kne

**ALSO PRESENT**

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

**APPROVAL OF AGENDA**

**Motion made by Anderson, supported by Clover, to approve the agenda as corrected (Personnel Committee met 4/18/11; Finance Committee met 4/18/11). Motion carried.**

**BRIEF PUBLIC COMMENTS**

**Sebald:** Thought the letter Rucker wrote to the Union Board was very well written and hopes it will get good results.

**Cherry:** Talked to Ralph Strong about the new building and agreements. We need to know if there are any actions that the library would have to take care of before the opening of the new building.

**APPROVAL OF MINUTES**

**Motion made by Reppert, supported by Chan, to approve the minutes of March 21, 2011. Motion carried.**

**CORRESPONDENCE**

Michael Cherry

### **FINANCES**

1. Approval of Bills: March 25 & April 8, 2011 - **Motion made by Clover, supported by Chan, to approve the bills of March 25 & April 8, 2011. Motion carried.**
2. Financial Report: March 31, 2011 & 2010 (Placed on file.)
3. Branch County Penal Fine Report: March 31, 2011 (Placed on file.)
4. Bronson Fiduciary Reserved Fund: March 2011 (Placed on file.)
5. Barnett Fiduciary Reserved Fund: March 2011 (Placed on file.)
6. Quarterly Branch Reports: March 31, 2011 (Placed on file.)

### **PENDING BUSINESS**

1. Reports from Central and Branch Liaisons:
  - a. Algansee Branch – Mills reports.
    - i. All is good at the Algansee Library. We finished up our adult class for hoop beading for the summer. Eight adults attended the classes.
    - ii. We are planning outside projects for the adults this summer.
    - iii. We are going to have story hour and crafts through spring and summer on Tuesday's at 4:30. Easter stories and crafts are happening now with 5 attending.
    - iv. Lots of new books and DVDs have been donated, which we appreciate.
    - v. 4 people from our Friends group attended the Annual Friends meeting at the Bronson branch. It was a very informative meeting and we enjoyed visiting.
    - vi. We have ordered material for the summer reading program, which the majority of the money was paid for by the Coldwater Friends group, which we appreciate.
  - b. Bronson Branch: Eash reports.
    - i. We finished our Duel of Two Cities. Bronson: 394,334 pages, Quincy 373,801. We were really surprised at how much the schools were involved. The last day we received the page counts by email, phone calls and walk-ins.
    - ii. Eash has been proctoring tests. The parents are very thankful that the branches are able to do this.
    - iii. Preschool Story Time has been doing well.
    - iv. The Crazy Quilt from the Open house has been framed and hung-up in the library.
    - v. Subway has contacted the Bronson branch for a similar program to Pizza Hut's Book-it program, which is to begin this summer.
    - vi. We had the County-Wide Friends meeting. It was interesting to hear what all of the Friends are doing.

- vii. 1<sup>st</sup> Annual Bronson Trade Show – we handed out bookmarks, sold bricks, and signed people up for library cards.
- viii. Tomorrow is our Friends meeting and there will be a big announcement.
- c. Coldwater Branch.
  - i. Adult Services – Placed on file.
  - ii. Kids Place – Placed on file.
- d. Coldwater Public Library (Holbrook Heritage Room)
  - i. Minutes from March 14, 2011
- e. Quincy Branch – Mills reports.
  - i. A Duel of Two Cities contest with the Bronson branch during March is Reading Month ended with Bronson receiving the bragging rights. Bronson: 394,334 pages, Quincy 373,801: we lacked only 20,533 pages. Until next year...
  - ii. The *One Book, One County* book discussion took place March 12, facilitated by Bonnie Frick. Seven were in attendance and were treated to a delightful display of foods. Bonnie always goes above and beyond to make the event worthwhile and enjoyable. Thanks to John for setting up the screen/video needed.
  - iii. Storyteller, Barbara Schutzgruber delighted an audience of 47 on April 12. The Baldwin Endowment Fund funded this program.
  - iv. Midwest Fire inspected on March 18.
  - v. Lisa attended the MLA Spring Institute March 24<sup>th</sup> and 25<sup>th</sup>. She and Gina Horn gleaned much information and came back with new insight and ideas. We heard from and spoke with many authors (children to Young Adult). Thank you to the district for sending us.
  - vi. Renee spoke with the Quincy NIKA Club recently, providing a Genealogy program. This is her area of expertise and she presented much information to the group, with 22 in attendance.
- f. Sherwood Branch – Horn reports.
  - i. We continue to have an active Story Hour with 10 children attending.
  - ii. I have contacted Kathy Marvin, a local 4-H group leader to set up craft programs at the Sherwood branch. We have been reviewing classes and setting up a schedule for the upcoming months.
  - iii. Lisa and I attended the MLA Spring Institute 2011 on Thursday and Friday.
  - iv. Saturday, May 7<sup>th</sup> the Friends of the Sherwood Branch will be holding their 2<sup>nd</sup> Annual Plant Exchange & Book Sale.
  - v. Tuesday, May 10<sup>th</sup> at 6:00 p.m. we will have a Container Gardening Class with Carole Bolton.

- vi. I have talked to Jim Eash about the Hypertufa class and we will be scheduling it for June.
- g. Union Branch – Mills reports.
  - i. The 3<sup>rd</sup> Annual Pinewood Derby proved to be a success with 9 young people participating and many parents and grandparents watching. The Clarion had a full page of pictures of the event.
  - ii. The First Saturday in May we have a young student and her mother who will be presenting May’s craft time. Jillian is looking forward to doing this presentation.
  - iii. An Open House Committee has been formed and plans will begin coming together for the celebration.
  - iv. We are asked daily, “When are you moving?” “Will you have more books?” “Will you be open more hours?” Our patrons are just as anxious as we are.
  - v. John has been a tremendous asset to us during this whole project.
- h. New Union Twp. Library – Rucker reports
  - i. Report placed on file.
- 2. Building Committee: Did not meet.
- 3. Ad-Hoc Committee: Did not meet.
- 4. Personnel Committee: Met April 18, 2011
  - a. The Personnel Committee will need to meet again before making a recommendation to the board.
- 5. Finance Committee: Met
  - a. Anderson reports – recommends transferring \$500,000 from Southern Michigan Bank & Trust to three different financial institutions that are federally insured and are located in Coldwater. We are waiting to get confirmations from Bruce on interest rates.  
**Motion made by Anderson, supported by Clover, to move \$500,000 to other institutions determined by the board. Motion carried.**
- 6. Children’s Internet Protection Act: Did not meet; however our Automation Librarian assures compliance with the Children’s Internet Protection Act.
- 7. Director’s report: Mills reports.
  - a. Placed on file.
- 8. Automation report: Placed on file.
- 9. Statistical Reports
  - a. Book Budget: February 2011 (placed on file.)
  - b. Monthly Statistical report: February 2011 (placed on file.)
  - c. Capital Projects: February 2011 (placed on file)

**NEW BUSINESS**

None

**Patron comments**

Placed on file.

**INFORMATIONAL ITEMS**

**ADJOURNMENT**

**Motion to adjourn made by Clover, supported by Anderson, to adjourn the meeting. Meeting adjourned at 7:25 p.m.**

Respectfully submitted,

Bonnie Frick,  
BDL Secretary

Recording Secretary,  
Gina Horn

The Branch District Library System will provide necessary and 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