



DOROTHY CHERRY, President, County-at-Large  
GEORGANN REPERT, Vice President, City of Coldwater  
BONNIE FRICK, Secretary, Quincy  
PHILIP ANDERSON, Trustee, County-at-Large  
LYNDA CHAN, Trustee, City of Coldwater  
GAYLE CLOVER, Trustee, Bronson  
MARILYN JOHNSON, Trustee, Union Twp.

Approved  
October 15, 2012

Board of Trustees Regular Meeting  
Algansee Branch  
580-B S. Ray Quincy Rd.  
Quincy MI 49082-9530  
Monday, September 17, 2012  
6:00 pm

## MINUTES

### CALL TO ORDER

BDL President, Dorothy Cherry called the meeting to order at 6:00 pm.

### PLEDGE OF ALLEGIANCE

Dorothy Cherry, BDL Board President; Bonnie Frick, BDL Secretary; Lynda Chan; Gayle Clover; Marilyn Johnson.

### ABSENT

Georgann Reppert (excused); Philip Anderson (unexcused)

### APPROVAL OF THE AGENDA

**Motion made by Chan, supported by Clover, to approve the Agenda as written. Motion carried.**

### TIME FOR PUBLIC COMMENTS

Erica Ewers – Welcome and thank you for coming to our Algansee branch.

### CONSENT AGENDA (ITEMS 1-12)

**Motion made by Frick, supported by Johnson, to approve the Consent Agenda as written and place the items within on file. Motion carried.**

#### Meeting Minutes

1. BDL Regular Board Meeting of August 20, 2012
2. CPL Regular Board Meeting of August 13, 2012

#### Reports from Branches & Departments

3. Branches: September 10, 2012
4. Coldwater Kids' Place: September 2012
5. Automation\*: September 12, 2012

\* The Automation Librarian continues to monitor and assure compliance with the Children's Internet Protection Act.

#### Finances

6. Financial Statements: August 2011 & 2012
7. Branch County Penal Fine Report: August 2012

Statistical Reports & Informational Items

8. Monthly Statistical Report: August 2012
9. Book Budget: August 2012
10. Capital Projects: August 2012
11. Finance Committee Report: August 20, 2012

Correspondence & Patron Comments

12. Combined patron comments: September 11, 2012

**END OF CONSENT AGENDA****DISCUSSION & ACTION ITEMS (ITEMS 13-20)**

13. Report from this month's host branch, Alganssee: Clark reports
  1. Erica Ewers and Lynnell Eash made scrapbooks for the Alganssee library.
  2. Jessica has been doing a lot of crafts with children and young adults.
  3. We are now promoting the Michigan Reads! Book, *Moose on the Loose*.
  4. Evette has been out here a couple of times and we enjoy seeing her!
14. Bills: August 24, 2012 and September 7, 2012  
**Motion made by Chan, supported by Clover, to approve the bills of August 24, 2012 and September 7, 2012. Motion carried.**
15. Request to transfer Capital requests from Branch Libraries to the General Operating Fund:  
**Motion made by Frick, supported by Clover, to transfer \$25,934 from the Capital accounts to the General Operating Fund to cover the Capital request for 2012. Motion Carried.**
16. Creation of a millage committee: Lynda Chan; Dorothy Cherry; Marilyn Johnson. **Motion by Frick, supported by Clover, to create an Ad-hoc Millage Committee consisting of Marilyn Johnson, Dorothy Cherry and Lynda Chan. Motion carried.** We would like a meeting in November.
17. Director's Report: September 12, 2012
18. Children's Services Committee Report: August 24, 2012:
  1. The suggested recommendation is to change all wording from "children" to "juvenile" on code of conduct policy and to make the code of conduct handout form a compliment to the current policy. **Motion made by Frick, supported by Clover, to accept the Children's Services Committee's recommendation. Motion carried.**
19. Personnel Committee Report: September 5, 2012 Director's 12 month goals were discussed; no action recommended.
20. Coldwater Branch Exterior Report – Rucker reports:
  1. There is lead paint on the exterior of the building and the contractors are following strict EPA regulations. They made a lot of repairs, caulking around the windows and had gotten to the top where we are having issues with leaks.
  2. The eaves has many different pieces and is the cause of the leaks, due to the fact that the water runs behind the eaves into the building.
  3. Brussee-Brady will be leaving their scaffolding up to save time and money for the painter. The proposal for painting the west side of the building from the entrance to Chicago street is \$8,840.

4. Chenoweth did not put metal flashing up over the wood drip edge of the roof. We need to contact Chenoweth and let them know their roofing job was not done satisfactorily and we need to know if they are going to fix it, or have another contractor fix it and bill Chenoweth. We will contact the City Building Inspector and let them know what is going on. **Motion made by Chan, supported by Clover, to authorize any balance left from our \$80,000 loan from Southern Michigan Bank for the heating air conditioning (an approximate \$17,000 is expected to be available), to be applied to the essential repairs to the building as well as painting (\$8,140) being done by Brussee-Brady. Motion carried.**
5. **Motion made by Frick, supported by Clover, to authorize John Rucker to enter into a contract with Brussee-Brady . Motion carried.**  
Placed on File.

#### ANNOUNCEMENTS & ADDITIONAL COMMENTS

1. The next scheduled meeting of the Branch District Library Board of Trustees will be held Monday, October 15, 2012 at 6:00 pm in the meeting room of the Coldwater Branch Library.

#### ADJOURNMENT

**Motion made by Clover, supported by Chan, to adjourn the meeting. Motion carried. The meeting was adjourned at 7:55 pm.**

The Branch District Library 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 by writing or calling the following:

Branch District Library, 10 E. Chicago St., Coldwater, MI 49036  
(517) 278-2341  
secretary@BranchDistrictLibrary.org