

**West Branch District Library  
Board of Trustees Meeting  
Monday October 1, 2012**

Lou Winter called the meeting to order at 6:30 P.M

In attendance: Lou Winter, Emily Clark, Sheldon Justice, Karen Michael, Lesli Cull-Kloostra, Connie Kraska, Terry Barnhart, Bill Jennings, Sue Smith, Kathy Shirey

Absent: Roberta Beck

**Minutes of Last Meeting:** On file. Sue moved to accept minutes, Terry seconded. Motion passed.

**Public Comment:** Brandon Shelton, from MICHIGAN BLOOD to present some information and answer questions posed from our last meeting. He explained that the blood bank was chosen as the local provider by West Branch Regional Medical Center and that their blood drive products stay in Michigan. The board asked specifically what is expected from us if the Library offered to set up a blood drive and he explained they would like some volunteer help if available, especially to spread the word of the drive but basically they supply everything, down to the snacks. Sheldon expressed some concern about a potential conflict with our use of the community room policy. This was discussed and will be reviewed to be sure we are not violating that policy. Brandon also mentioned that as an incentive they have a *Just One More* program planned which rewards first time donation sites and/or donors with a gift card or a \$10 donation per person to the charity of our choice. It was presented by Lesli that if we take this as a donation to the Literacy Council then we would then be promoting this blood drive as a library sanctioned event. The Board was agreeable to this proposal. Brandon will get back to us with a date, sometime in November, and we will determine at that time if we can proceed with others down the road. Motion made by Connie and seconded by Terry to set up with the Michigan Blood Bank a blood drive hosted by the Library. Motion carried. Sue then made a motion to give any donation money to the Literacy Council. Lou seconded and motion passed.

**Treasurers Report:** On file. Review and discussion of expenditures and revenue. Lou made a motion to accept the treasurer's report and Sheldon seconded. Motion carried.

**Librarians Report:** Emily discussed some past events- David Walks as a Bear presentation was an unexpected big hit. Not only was the turn out better than anticipated, his books and presentation was well received by those who were there. He writes fiction but with historical points. The library may see if he would like to come back for another visit.

A pamphlet on the White Pine Co-op was distributed to the board members, shows what they do and what they offer for our membership.

A request was submitted per Emily by Diane Oberdick to attend the annual **Friends of Michigan Libraries** workshop meeting in Dexter. She has lodging covered but would like the board to cover the registration and mileage costs. Sue moved to cover the registration fee of \$20.00 and to pay for mileage to meeting. Connie seconded and motion was carried

**Old Business:** The policy recommendations were briefly reviewed again. Lou made a motion to accept the stated policy recommendations on #1 Unattended Children policy #2 The Patron Code of Conduct policy and #3 the Computer Usage Policy. Terry seconded, all in favor. Motion passed.

The Heating and cooling project has been completed and new system running. It was inspected as of today and all is functioning well. The old metal was salvaged and credited off our bill.

The Annual Librarians Report that was presented from Emily at last meeting was well received by the board; it was a good summary of the past year. Sheldon recommended we post it for the library patrons to read. Lou made a motion to accept the report for inclusion in the minutes and Sheldon seconded. Motion carried. A side note regarding the popularity of e-books: Emily mentioned that our library is one of the highest in the cooperative for per capita usage of e-books.

**New Business:** The personnel committee met prior to the opening of the board meeting and discussed a possible change in the insurance coverage for employees. As presented by our agent, Bob Dack, the premium is expected to go down about \$70/ per month. The committee recommended Emily contact Bob and see what the cost of adding vision benefit back in to the employee package. If the cost is within the budgeted amount we would be happy to revisit this benefit.

Emily wanted to remind the board she will be taking some time off around October 27. The Board wishes her congratulations on her pending marriage! Also the Library will be closed October 10 to attend the seminar discussed at last meeting.

Motion to adjourn made by Lou and seconded by Connie. Meeting adjourned at 7:20 PM

Next meeting is November 5, 2012 6:30 PM

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Kathy Shirey, Secretary