

**West Branch District Library  
Board of Trustees Meeting  
Monday, March 3, 2014**

Present: Lou W., Emily B., Karen M., Sue S., Sheldon J., Terry B., Bill J., Kathy S.

Absent: Connie K., Lesli, Roberta

**Call to order by Lou at 6:30 PM**

**Minutes of last meeting:** On file. Karen motioned to accept the minutes as read. Sheldon seconded. All in favor, motion passed

**Treasurers Report:** On file. Review of budget, revenues and expenditures. Karen made motion to accept treasurer's report subject to audit correction, Sheldon seconded. All in favor, motion passed.

**Public comment:** None

**Librarians report:** On file. Emily read a letter regarding the state aid- this may go up. It will depend on any changes in the budget as it progresses through committees. The new microfilm scanner is in place, training will be held for staff and company will give support for a full year. A couple musical events are planned- the Acoustic concert featuring local talent will be held May 6 at 6:30 PM. Tickets are \$10 a piece. Andrew will be emcee for the evening. On March 27 at 7 PM the all American sounds of Robert B Jones musical program will be held at the library. Inspired by legendary blues singer William Dixon, Jones has created and implemented the "Blues in Schools" all over the country. Tickets will also be available for \$10. A survey is being conducted by the Valley Library Consortium and staff and patrons are urged to complete it. It will be available on line and in paper form.

**Old business:** Audit proposals were reviewed. Four different accountant firms were contacted and only 3 sent in proposals. The lowest bid was Jim Anderson of Roscommon. Some questions were raised and Emily will contact him to be sure he also includes the GASB preparation. He has had experience with other libraries. Karen made a motion to table this issue pending further information Lou seconded and all in favor, motion tabled until next meeting. The rural library conference attendees need to decide soon in order to get the reservations in.

**New business:** The policy committee met briefly prior to the meeting to review circulation policy edits. The changes were reviewed and ready for approval. Sue motioned to accept the changes and Terry seconded. All in favor, motion carried. Emily brought up the Easter week end closure of the library. It has been historically closed both Good Friday and the following Saturday. Karen motioned to continue the practice and close on Good Friday and Saturday, Sheldon seconded. All in favor, motion carried. Review of the renewal policy submitted by Municipal Underwriters of Michigan and discussion of the possibility of future grants available. Lou motioned to accept the renewal policy and make payment, Karen seconded and all in favor. Motion carried

Lou motioned to close meeting, Sue seconded. All in favor- meeting ended at 7:05 PM

Next meeting Monday, April 7, 2014.

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Kathy Shirey, Secretary