

# BOARD OF TRUSTEES MEETING

Monday August 5, 2013

6:30 PM

Members present: Roberta Beck, Sheldon Justice, Sue Smith, Bill Jennings, Karen Michael, Kathy Shirey, Director Emily Boersen and Stephanie Dantzer

Members absent: Terry Barnhart, Lou Winter, Lesli Cull-Kloostra and Connie Kraska

Meeting called to order by Roberta Beck at 6:35 PM

**Minutes of last meeting:** Reviewed and on file. Karen motioned to accept the minutes and Sheldon seconded.

All in favor. Motion passed.

**Public Comment:** None

**Treasurers Report:** On file. May and June were reviewed, all looks good for the fiscal year end with 96% of revenue in and 84% total expenditures leaves us with a positive net amount. No red flags are noted. Penal fines were received in July and also the reimbursement grant for the Reading Program. Karen made motion to accept the treasurer's report and Sheldon seconded. All in favor, motion passed.

**Librarians Report:** On File. Emily reported on the Friends group- they finished the year at \$11,574.00, \$1600.00 over budgeted revenue. They are having a meeting this week. They have questioned whether the board would be taking them out to dinner like last year? Sue made a motion to treat the "Friends" group to dinner, Sheldon seconded and all were in favor. Motion passed. Emily also reported on the technology upgrades, the new time management upgrade was placed on the public computers; also the upgrade for Microsoft office is on order. We will shortly receive the new server. We also were awarded the \$1600.00 grant from Municipal Underwriters for new security cameras. We will get some prices for that.

**Old Business:** Logo contest- Marge McKenna has given Emily several different ideas but the attending board members seem to like the "touched up" version of the actual contest submission. We will table this decision until our next meeting when other board members can review.

Emily read a letter from our attorney regarding the Churchill Township contractual agreement issues. After some considerable discussion regarding the pros and cons of sending such a letter, Sue made a motion to develop a letter to the Churchill Board dissolving our contractual agreement for penal fines after we review the same with the attorney. Roberta seconded. All in favor. Motion passed.

Stephanie Dantzer gave a report on the Summer Reading program, which was quite successful. 148 signed up, there were 573 "reading hours", 31 completed the incentive programs (rewards were given), 53% read at least one hour. The goal was 10 hours and 32% completed that goal. Teens: 47 finished with a total of 204 hours. 44% read one hour and 43% read 10 hours. They had some new programs and were well attended by the teens.

**New Business:** Emily reviewed with us the Elevator Recommendations from the service company. We are due at this time for the every 3<sup>rd</sup> year inspection required by the state. There were some additional recommendations that could be addressed now and avoid any potential major issue down the road- after discussion of same and some questions posed by board members we felt it was best to table this issue until September meeting so we can check on some figures and decide if we really are in need of these updates. They amount to about \$4000.00. It was felt this was appropriate as these were not serious repairs.

Emily addressed the board regarding her appointment to the White Pine Library Cooperative. She is interested in doing this and they need a resolution from the board. Therefore, presented to the board was the following: "The Board of West Branch District Library hereby appoints Emily Boersen to the White Pine Library Cooperative Board effective October 1, 2013 to September 30, 2015." Karen motioned to accept the resolution, Sue seconded. Roll call: Sheldon- yes, Sue-yes, Roberta- yes, Karen- yes, Kathy- yes. Resolution passed.

Emily also discussed with the Board the possibility of attending the MLA meeting in Lansing when it comes up- Sue motioned to allow Emily to attend the next MLA meeting, Karen seconded. All in favor. Motion passed. Andrew would like to attend the Technology Forum which is an all day event- Karen moved to send Andrew to the Technology Forum and Roberta seconded. All in favor. Motion passed

Next meeting is August 26, 2013 6:30 pm. This is early due to the Labor Day holiday. Emily will post change

Meeting adjourned by Roberta at approx 7:25 pm

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Kathy Shirey, secretary