

10 E. Chicago Street – Coldwater, MI 49036
Branch District Library System
Meeting of the Branch District Library Board

Approved
June 16, 2008

Union Township Branch Library
221 N. Broadway
Union City, MI 49094

May 19, 2008
6:00 P.M.

Minutes

President Cherry called the meeting to order at 6:00 p.m.

Present for Roll Call

Dorothy Cherry, President; Jack Gay, Vice President; Gayle Clover, Secretary; Bonnie Frick; Georgann Reppert; Pat Kne.

Absent for Roll Call

Lynda Chan (excused).

ALSO PRESENT

Bruce Mills, Director; John Rucker, Assistant Director; Jeanne Berg, Bookkeeper; Gina Horn, BDLS Secretary; Cindy Sebald; Mary Jo Kranz.

APPROVAL OF AGENDA

Motion made by Frick, supported by Kne, to approve the agenda with changes to reflect the meeting is at the Union Twp. Branch Library.

BRIEF PUBLIC COMMENTS

Kathy Madden: reports on the Building Fund for the Union Township Friends of the Library. Handouts were given to the board members and others present with information about the bills and the accounts. There have been four large donations given to the Friends of the Library for the building project.

Marv Carman: A date of June 7th is set for a “shovel date,” which is the date the Union Twp. Library will be having a “Library Day.”

Cindy Sebald: The local paper has been wonderful in reporting things that have been going on with the library. Sebald shares an article about what is happening at the library. The Village has sent the paperwork to the State and do not anticipate having any problems transferring the property (proposed site for the new Union Twp. Library building) from the State to the Village (Union City). Because of that the attorney (for the Village of Union City) is starting the lease agreement between the Village and the Township and plans on having the agreement ready for the next meeting for both parties to approve.

Sebald presented photos of the proposed materials to be used for the exterior of the new library building.

Motion made by Gay, supported by Reppert, that our President, Dorothy Cherry send a letter to the Friends of the Union Township Library, as well as the Building Committee, outlining the concerns of the Branch District Library Board that ownership be established. We are hoping that the Friends of the Union Twp. Library and Building Committee will contact their attorney to assure that ownership is clarified so that our board can have no qualms about investing over \$50,000 into the interior of the new library and into library services. Motion carried.

APPROVAL OF MINUTES

Motion made by Kne, supported by Reppert to approve the minutes of April 21, 2008 as corrected. Motion carried.

CORRESPONDENCE

None.

Finances

1. Approval of Bills: April 28 & May 9, 2008. **Motion made by Gay, supported by Clover, to approve the bills of April 28 & May 9, 2008 as submitted. Motion carried.**
2. Financial Report: April 30, 2008 and 2007 (Placed on file.)
3. Branch County Penal Fine Chart: April 30, 2008 (Placed on file.)
4. Kerr Funds: April 30, 2008 (Placed on file.)
5. Certificate: April 30, 2008 (Placed on file.)
6. Bronson Fiduciary Reserved Fund: 2008 (Placed on file.)
7. Visa: April 22, 2008 (Placed on file.)
8. Quarterly Branch Expenditures: 2008 (Placed on file.)

PENDING BUSINESS

1. Reports from Central & Branch Liaisons:
 - a. Algansee Branch: Mills reports.
 - i. It has been a very busy and exciting April and May for Algansee Library. We now have as everyone knows, high speed wireless Internet at our library, which is wonderful. All of the patrons are very happy with the faster Internet service.
 - ii. Our open house to celebrate the new Internet service was very successful. Bruce Mills, John Rucker and Bonnie Frick were among our patrons with a total for the day of 32. We had cake, ice tea and lemonade, which was provided by the Branch District Library. We thank you.
 - iii. In our Story Hour we planted seeds, which are growing nicely. The first thing the children do is check out their plants to see how they are doing.

- iv. We crafted big sunflowers, which are in our display case for all to enjoy. We have also read lots of books on spring flowers and planting seeds.
- v. We are planning Story Hours for Michigan Week and Memorial Day.
- vi. Jan is also planning crafts and agendas for the Summer Reading program, which starts June 12th for the Algansee Library.
- vii. A special thanks to John and Erica Ewers for making the High Speed Project successful!
- viii. In the very same week as we received high-speed in Algansee, our Township Hall now has an inside toilet!
- ix. Last but not least, Gina ordered and we received a beautiful new American Flag.

b. Bronson Branch: Clover & Mills reports.

- i. The Friends of the Bronson Library held their Nelson's Chicken Dinner and Book Sale. They sold all 500 dinners and all in all it was very successful. The Book Sale went very well also.
- ii. We have several tours scheduled during the next couple of weeks. The children come to the library and we give them a tour, tell them about the Summer Reading program and all of the other programs we planned for this summer.
- iii. Our Summer Reading Club will start on June 10 with a registration party from 3 – 6 p.m. children, teens and adults can still sign up after that date, they just won't get refreshments.
- iv. We will be having noon movies every Tuesday, people can bring a sack lunch and watch a movie. All the movies will have a bug theme, Antz, Bee Movie, Charlotte's web, etc to go along with the reading program.
- v. Wednesdays will be crafts and Fridays will be preschool story-time.
- vi. We have three special programs planned during the summer. Jim Merrill, Dough Scheer and Jennifer Strouse will be visiting the library.

c. Coldwater Central Branch: Berg reports.

- i. The Young People's Poetry Contest - winning poems were included in the Board packet. There were 80 entries this year. The winners received movie passes, gift certificates for Taylor's Books & More and poetry books were donated to a couple of the classrooms that provided poems. This is the third year for the Poetry Contest at the Coldwater branch. All of the poems are on display at the Coldwater branch.
- ii. We are ready for the Summer Reading Program. The staff has been trained and Ruth has been busy getting all of the fliers out to the schools.

- iii. We are doing inventory to get ready for the upgrade to the Evergreen system.
 - d. Coldwater Public Library (Holbrook Heritage Room):
 - i. Minutes from April 14, 2008 (Placed on file).
 - e. Quincy Branch: Kranz reports.
 - i. The Quincy Friends group was represented at the Annual Friends get together. It was a very nice evening at Sherwood. Quincy has volunteered to host the April 2009 gathering.
 - ii. The Quincy Friends still have their new cookbooks for sale and also new book bags available for sale soon.
 - iii. We need a fire extinguisher in our furnace room. Our extinguishers were recently serviced.
 - iv. The last week of May, Lisa will be speaking at parent luncheons at Jennings regarding the summer reading opportunities for children.
 - v. Carlita Cartwright is set to resume work here at the Quincy branch, June 17.
 - vi. We have good programs set up for the Summer Reading Program. The Kalamazoo Nature Center will return, as well as a new Reading Safari by Doug Scheer, along with our Annual Pet Parade.
 - vii. Quincy Library Flag Preservation: The Detroit Institute of Arts; Howard Sutcliffe, Textile Conservator, is coming to examine the flags Saturday, June 14. This will give us a start on our project.
 - viii. Quincy Capital Funds request for 5 custom built computer desks.

Motion made by Kne, supported by Reppert, for the expenditure of \$1925 for the purchase of five computer desks at the Quincy branch from the Quincy Capital Improvement Fund. Motion carried.
 - f. Sherwood Branch: Horn reports.
 - i. We are continuing with our Teen Club and U.S.A. Girls Club. The Teen Club met last Thursday, and the U.S.A. Girls Club will meet this Thursday. We do arts and crafts and have lots of fun.
 - ii. We are planning the Summer Reading Program, which will begin June 10th.
 - g. Union Township Branch: Mills reports.
 - i. May 3rd Union branch celebrated Cinco de Mayo with music, story, piñata and a craft of making tissue flowers.
 - ii. Tuesday June 7th is Library Day to be held at Heritage Park. The 10 a.m. to 3 p.m. day will include Summer Reading registration and Arts & Craft booths. The Acting Up Theater Company will be performing *Stop bugging me, I'm reading!* At 1:00 p.m. followed by games and prizes for the children.
 - iii. Summer Reading begins Monday, June 9th.

2. Building Committee: Did not meet.
3. Ad-Hoc Committee: (Children's Services Committee) Did not meet.
4. Personnel Committee: Did not meet.
5. Finance Committee: Did not meet.
6. Technology Committee / Children's Internet Protection Act: Did not meet.
7. Director's report: (Placed on file.)
 - a. Olsen Trust: Discussed and tabled.
 - b. **Motion made by Gay, supported by Clover, for the purchase of a gardening book(s) in the amount of \$75 for the Sherwood branch in memory of Loretta A. Tenny. Motion carried.**
8. Automation report: (placed on file.)
 - a. iPod Program: Discussed and tabled.
 - b. A request for a printer for the workroom. **Motion made by Frick, supported by Kne, to approve the purchase from Coldwater Capital Improvement Fund, for an HP 4700 printer at a cost of \$1,920. Motion carried.**
9. Statistical Report: April 2008 (Placed on file.)
10. Book Budget: 2008 (Placed on file.)
11. Capital Projects: April 2008 (Placed on file.)

NEW BUSINESS

None.

INFORMATIONAL ITEMS

Patron Comments: Discussed.

ADJOURNEMENT

Motion made by Clover, supported by Gay, to adjourn the meeting. Meeting adjourned at 7:36 p.m.

Respectfully submitted

Gayle Clover
BDLS Secretary

Gina Horn, Recording Secretary

The Branch District Library System will provide necessary 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.