

Delta Township District Library

Board Meeting Minutes

April 11, 2011

Next meeting: Monday, May 9, 2011, 4:15 p.m., Delta Township District Library

- I. Call to order** at 4:15
- II. Roll Call:**

Trustees Present- Michael Moore, Richard Milliman, Colleen Weinfeld, Carol Walker, Cindy Peruchietti, and Marie Papciak
Trustees Absent- none
Guests Present- Cherry Hamrick- Library Director, Keri Litwiller- Executive Assistant, JoAnn Grow- Friends of the Delta Township District Library.
- III. Adoption of Minutes:** from meeting of March 14, 2011. Trustee Milliman moved to approve the minutes, seconded by Trustee Weinfeld. The motion to approve the minutes was voted on and carried.
- IV. Treasurer's Report:**

Approval of Bills: Trustee Peruchietti presented the invoices for March 9, 2011 to March 23, 2011 in the amount of \$20,499.82 and March 23, 2011 to April 6, 2011 in the amount of \$5,127.23. Trustee Milliman pointed out that tax changes are high. Chairman Moore reminded the Board that the tax refund line item (964.000) had been raised. Trustee Papciak inquired about the Metal Frames invoice (931.000) in the amount of \$593.00. Director Hamrick informed the Board that Metal Frames does the lock on our doors, which the Fire Department requested the Library change so that the door would have an accessible outdoor key lock. Trustee Peruchetti moved to approve the invoices for payment, supported by Trustee Walker. The motion to approve the invoices for payment was voted on and carried.

Budget Report: At 25% into the budget year, Trustee Peruchetti highlighted several line items that are over-budget, including health insurance (719.000), dental (720.000), postage (730.00), and building maintenance supplies (776.000). Director Hamrick stated that she would check with Human Resources Manager Linda Wells regarding the health and dental line items and look into the building maintenance supplies item. Chairman Moore reminded the Board that postage is purchased on a quarterly basis, including a quarterly lease payment.
- V. Public Appearances:** Ms. JoAnn Grow spoke on behalf of the Friends of the Delta Township District Library. She reported that the Friends made a total of \$3,250.46 for the month of March, including bookstore sales, memberships, and interest. She also stated that the Friends paid out a total of \$3,194.00 in various Library materials and programming reimbursements. Chairman Moore asked if there have been any problems with the increase in book price. Ms. Grow stated that she has not had to address any complaints or concerns regarding the price adjustment.

VI. Director's Report:

Director's Report- Director Hamrick highlighted several meetings and events. She stated that the circulation count for March is up and that each week compared to the same week of 2010 our visitor number has increased. Director Hamrick talked about the Run for Reading emphasizing how fabulous the Waverly High School vocalists performed the National Anthem. She also discussed concerns on the date selection of the run but listed reasons why that date was chosen and why the turn-out was lower than other years. She stated that Adult Services Librarian Tom Moore has an author booked from April-December, including the Michigan Notable Author May 18. She announced that Youth Services Librarian Becky Fermanich has been busy, too, with 200 visitors attending the Spring Carnival event. Director Hamrick stated that Assistant Director Mary Rzepczynski filled in for her at a meeting with directors from the Dewitt, Grand Ledge, CADL, and East Lansing Library to discuss ideas on how to regionalize libraries. Director Hamrick attended a Director's Summit regarding change and the future of libraries. There will be a follow-up of this Summit at MLA. Trustee Milliman asked if the repair work that was done in the teen area and McLean Room was due to misuse or wear of furniture. Director Hamrick explained that the data box repair was accident and that the teen area furniture was due to use. Trustee Milliman also inquired about the meeting with the art consultant about a fundraiser for the McLean Room. Director Hamrick stated that since the McLean committee still has to complete their capital campaign commitment, the Director met with the art consultant since the rest of the committee were unable to, and explored ideas. Trustee Peruchietti asked about current staff openings. Director Hamrick informed the Board that interviews for the IT position are coming up later in the week and the MeL assistant position had just been posted. Chairman Moore stated that the Board adopted resolution of the filling of positions may need to be reviewed. Chairman Moore stated that he would take a look at it and consider alternate options and discuss it further with the board.

VII. Policy Review:

In order to keep current of all policies adopted by the Delta Township District Library Board, Chairman Moore announced that a review should be conducted in 2011. The task force will include Trustee Walker, Youth Library Assistant Robert Chartrand, and Adult Library Assistant Jessica Goodrich. Chairman Moore requested that all Trustees and staff review the policies and submit recommendations to Trustee Walker in June for a report in September.

VIII. Board Member Comments:

Trustee Walker exclaimed that it is busy at the Walker house as they host players from the Lansing Lugnuts.

Trustee Papciak announced that she is in a new play, *Bull in a China Shop*. She invited the Board to come to the play in Owosso. The dates are May 6,7,& 8 and May 13,14, & 15.

Chairman Moore told the Board about a huge book festival he attended while in Tucson with 400 hundred authors and 100,000 people in attendance. Chairman Moore thinks it would be advantageous for Lansing to plan a somewhat, similar book festival. Chairman Moore said that, in addition, there was a huge tent that dealt with e-books and a lot of

Overdrive representatives. He passed around a sheet to all Board members detailing library compatible devices for Overdrive.

IX. Adjournment: The meeting adjourned at 5:10.

Minutes respectfully submitted by Marie Papciak