

Delta Township District Library

Board Meeting Minutes

August 10, 2009

Next meeting: Monday, September 14, 2009, 4:15 p.m., Delta Township Library

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

Trustees Present- Michael Moore, Judy Mulvaney, Richard Milliman, Colleen Weinfeld, Cindy Peruchietti, and Marie Papciak
Trustees Absent- none
Guests Present- Cherry Hamrick- Library Director, Keri Litwiller- staff member, JoAnn Grow- Friends of the Delta Township District Library.
- III. Adoption of Minutes:** from meeting of July 14, 2009. 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 Milliman presented the invoices with the distribution date of July 8 through July 22, 2009 in the amount of \$28,903.11 and July 22 through August 5, 2009 in the amount of \$7,946.15. Chairman Moore noted that tax tribunal refunds are expected to increase. Trustee Milliman moved to approve both sets of invoices, supported by Trustee Weinfeld. The motion to approve the invoices for payment was voted on and carried.
Budget Report: Trustee Milliman noted that income for the month of July was \$154,349.71, of which \$142,255.87 was in penal fines. Trustee Milliman observed that this amount is less than budgeted. Trustee Milliman also reported that at 58.3% of the year, library expenses are in balancing order.
- V. SIRSI:** Chairman Moore updated the Board on the contract with SIRSI, including the financial implication for the migration of data. A meeting with SIRSI is scheduled for Monday, August 17 which will include representatives from the library and Waverly Schools.
- VI. Director's Report:** Director Hamrick presented her report announcing that Adult Services Librarian Sara Wedell has accepted a position at the Chelsea District Library and that Youth Services Library Assistant Kate Conklin will be leaving due to her husband's job transfer. Director Hamrick also stated that a new processing clerk had been hired. Director Hamrick also introduced the idea of exploring participating with CADL in the 'One Book' project for next year. Director Hamrick is considering both benefits and costs to participating in the project.
- VII. Public Appearances:** Ms. JoAnn Grow spoke on behalf of the Friends of the Delta Township District Library. She reported that the Friends made \$2,454.00 in July.

She also added that they are preparing for the annual book and bake sale coming up Friday and Saturday, August 21 and 22 with Friday being for members only.

- VIII. Delta Township Policy Manual:** Chairman Moore asked the Board to read through the Delta Township Policy Manual Ethics policy. Chairman Moore highlighted the section pertaining to 'Employment of Relatives'.
- IX. Ethics Policy:** Trustee Weinfeld moved to adopt the ethics policy for library trustees, supported by Trustee Papciak. The motion to approve the ethics policy was voted on and carried.
- X. Mission Statement:** Following discussion the Board is in favor of the current mission statement, but it will be left open for re-evaluation as needed.
- XI. Board Resolutions:** In an effort to reduce paper and toner use, Chairman Moore introduced the idea of receiving board packets electronically or by providing each Board member with a flash drive. Board members can inform Director Hamrick or Keri how they would like to receive their packets for all following meetings.
- XII. Board Comments:** Trustee Papciak reminded Chairman Moore that she would not be able to attend the budget work session meeting Monday, August 24 at 4:15; however will be available via email.
- XIII. Adjournment:** The meeting adjourned at 5:40 p.m.

Minutes respectfully submitted by Keri Litwiller and Marie Papciak.