

# **Delta Township District Library**

## **Board Meeting Minutes**

### **December 12, 2011**

Next meeting: Monday, January 9, 2012, 5 p.m., Delta Township District Library

- I. Call to order** at 5:00 p.m.
- II. Roll Call:**

Trustees Present- Michael Moore, Carol Walker, Cindy Peruchietti, Marie Papciak  
Ross Wilson and Colleen Weinfeld  
Guests Present- Cherry Hamrick- Library Director
- III. Adoption of Minutes:** from meeting of November 7, 2011. Trustee Wilson moved to approve the minutes, seconded by Trustee Peruchietti. The motion to approve the minutes was voted on and carried.
- IV. Treasurer's Report:**

Approval of Bills: Trustee Wilson presented the invoices for November 2, 2011 through November 23, 2011 in the amount of \$21,176.24 and for November 23 through December 7, 2011 in the amount of \$5,352.84. Trustee Weinfeld 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: Trustee Wilson stated that there are a couple of line items that are over-budget, but comparatively we are in good shape and should come in below budget for 2011.

COLA: The Township approved a 2% increase for all employees minus employees that were grandfathered in. Chairman Moore stated that this increase is not reflected in the 2012 budget but can be reassessed at mid-year.
- V. McLean Raffle:** The McLean Raffle for the outdoor art sculpture will begin February 14, 2012 and ends March 23, 2012 with the drawing. People can purchase tickets online from the Library or from a Lissa K. McLean committee member.
- VI. Charging Station:** Chairman Moore explained that the Township received a grant to buy a couple of Volts and establish charging stations. Trustee Papciak expressed some concerns in regards to how the charging system would impact the Library. Chairman Moore indicated he would ask for a representative of the Township to appear at the next Board meeting to provide the answers to the Board's questions and concerns.
- VII. Public Appearances:** Director Hamrick stated that the November income for the Friends was \$2,966.00. The Friends had a table at the Jingle Belle expo and sold \$44.00 in book sales. The Friends luncheon is January 10, 2012.
- VIII. Proposed Board Meeting Schedule for 2012:** Chairman Moore presented the Board with a list of Board meeting dates for year 2012. The proposed schedule is attached.

- IX. IT Vacant Position:** Chairman Moore stated that if no Board member had a concern about filling the soon to be vacant IT position, the Board would give Director Hamrick the authority to post and fill the position.
- X. Arialink:** Chairman Moore discussed the new options to the fiber connection. He stated that this new connection allows us to drop eight present phone lines costing the Library \$200.00 a month. While this option requires an upfront cost of \$2,000-\$3,000.00, Chairman Moore believes that we should go ahead with this opportunity.
- XI. Policy Revisions:** Trustee Papciak moved to approve the policies for circulation, collection development, technology use, and room policies (Michael Moore Board Room, Lissa K. McLean Room and the Watson and Steiner Literacy Room), seconded by Trustee Walker. Chairman Moore stated that the Elmwood Room policy will be held over until the Board receives staff input for making that room available after Library hours. Board members were presented with policy draft revisions for art, conduct, display, donations, fund balance, petitioning and soliciting, and safety and well-being of children, as recommended by the Policy Committee. Trustee Walker, chair of the Policy Committee, complimented all members of the Committee for their hard work and professional approach. Following discussion it was decided that all changes be held over for a month before adopting the policies in January.
- XII. Director's Report:** Director Hamrick discussed the success of the Jingle Belle, which was on December 10<sup>th</sup> and highlighted several other November programs. Director Hamrick stated that Youth Services Librarian Becky LeBouef and Adult Services Librarian Tom Moore are busier than ever planning programs. The report was reviewed and filed.
- XIII. Adjournment:** The meeting adjourned at 6:05.

Minutes respectfully submitted by Colleen Weinfeld