

# **Delta Township District Library**

## **Board Meeting Minutes**

### **December 14, 2009**

Next meeting: Monday, January 11, 2010, 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, and Marie Papciak  
Trustees Absent- Cindy Peruchiatti  
Guests Present- Cherry Hamrick- Library Director, Keri Litwiller- Executive Assistant, JoAnn Grow- Friends of the Delta Township District Library, Marquis Evans- Library patron
- III. Adoption of Minutes:** from meeting of November 9, 2009. Trustee Milliman moved to approve the minutes, seconded by Trustee Mulvaney. The motion to approve the minutes was voted on and carried.
- IV. Treasurer's Report:** Approval of Bills: Trustee Milliman presented the invoices processed during October. The two documents were marked A (\$19,747.63) and B (\$18,283.01). Trustee Milliman moved to approve both sets of invoices marked A and B, supported by Trustee Weinfeld. The motion to approve the invoices for payment was voted on and carried.  
**Budget Report:** Trustee Milliman reported that at 83.3% of the year, library revenues and expenditures are as expected.
- V. Public Appearances:** Ms. JoAnn Grow spoke on behalf of the Friends of the Delta Township District Library. She reported that the Friends made \$2,216.00 in October. Ms. Grow also announced the Friends Volunteer Appreciation party is Nov. 11th at 1:00 in the Elmwood Room. Mr. Moore asked that Ms. Grow convey to the Friends the appreciation of the Board for all the Friends do for the Library.
- VI. Collection Improvement Plan:** Director Hamrick presented a Collection Improvement Plan. There was substantial discussion by the Board and the Director provided explanation of many of the options for the future. Mr. Milliman requested that the status of the collection be provided at least once a year prior to budget preparation. Further discussion led to the possibility of having the Board receive a report twice a year, in January and July. Mr. Milliman also suggested having a Library Board member serve as a member of the Committee to discuss formats and future formats. Ms. Mulvaney indicated she would present a Capital Campaign Request next month for \$15,000 to be spent during 2010 for retro-purchase and to deepen/broaden the collection.

**VII. 2010 Proposed Board Meeting Schedule:** The schedule was presented by Chairman Moore. Mr. Milliman moved, Ms. Weinfeld seconded a motion to adopt the schedule. It was approved.

**VIII. Director's Report:** The Director presented her report. She noted that the construction of the Library files has been completed and they are available in the Local History Room. A new section of ephemera is included in the filing system. Mr. Milliman asked about whether the local high school yearbooks have been included in the Local History Room. Ms. Hamrick will report back on this activity. The Zingerman Training, MLA Reception and Rotary Bookie Lunch were discussed.

**IX. Board Resolutions:** No resolutions were presented.

**X. Board Member Comments:** Mr. Moore asked for comments on the present meeting schedule. Hearing none he will prepare a meeting schedule for 2010, continuing to meet at 4:15 PM every second Monday of the month. The schedule will be presented for adoption at the December meeting. Mr. Moore mentioned the Township Employee Appreciation party on November 21 and Ms. Mulvaney offered to host the Board Party on December 17. Ms. Papciak mentioned her latest theatrical endeavor at Starlight Dinner Theater and that she was featured in the November issue of Capital Area Women's LifeStyle Magazine.

**XI. Adjournment:** The meeting adjourned at 5:20 p.m.

Minutes respectfully submitted by Michael Moore and Marie Papciak.