

# **Delta Township District Library**

## **Board Meeting Minutes**

### **July 11, 2011**

Next meeting: Monday, August 8, 2011, 4:15 p.m., Delta Township District Library

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

Trustees Present- Michael Moore, Ross Wilson, Colleen Weinfeld, Carol Walker, Cindy Peruchietti, and Marie Papciak  
Trustees Absent- none  
Guests Present- Cherry Hamrick- Library Director, Keri Litwiller- Executive Assistant, JoAnne Grow- Friends of the Delta Township District Library, Nancy Miesner- Delta Township District Library patron and Delta Township resident.
- III. Adoption of Minutes:** from meeting of June 13, 2011. Trustee Peruchietti 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: Chairman Moore presented the invoices for June 6, 2011 to June 20, 2011 in the amount of \$14,635.44 and June 22, 2011 to July 6, 2011 in the amount of \$14,984.17. Trustee Papciak moved to approve the invoices for payment, supported by Trustee Walker. The motion to approve the invoices for payment was voted on and carried.

Mid-Year Budget Adjustments: Trustee Peruchietti presented a list of mid-year transfers to cover anticipated shortages. These adjusted line items include an increase in 728 (office supplies) by \$1,500.00, 740 (operating supplies) by \$1,000.00, 776 (building maintenance) by \$1,000.00, 806 (contract services) by \$8,500.00, and 931 (building repair and maintenance) by \$1,000.00, and a decrease in line item 703 (salaries and wages - temporary) by \$13,000.00. Trustee Peruchietti moved to approve the mid-year adjustments, seconded by Trustee Weinfeld. Motion carried.
- V. Public Appearances:**

Ms. JoAnn Grow spoke on behalf of the Friends of the Delta Township District Library. She reported that the Friends made \$3,624.00 for the month of June and increased their membership. She also stated that the Friends paid out a total of \$1,832.00 in various library materials and programming reimbursements. Ms. Grow stated that she had not heard the exact amount of materials received for their Book Drop Off event, but Director Hamrick said that she was informed that 30 boxes and 19 bags of material donations had been received. Ms. Grow reminded the Board that the book and bake sale is August 25th through August 27th.

Nancy Miesner addressed the Board with concerns regarding the allowance of food and beverage at computer stations. Ms. Miesner indicated that eating or drinking can be permitted at vacant tables as opposed to the computers. Chairman Moore suggested that this suggestion be discussed and reviewed by the policy committee, as well as request staff input regarding patron use of food and beverage at computer stations.

**VI. Budget Calendar for 2012:**

Budget Calendar: Director Hamrick will provide a draft proposed budget request for executive committee, (Trustees Wilson, Peruchietti, and Moore), by Monday, August 1. Following review of the Director's proposed budget the Executive Committee will present their recommendations to the Board at the August 8 Board meeting. Following discussion the Board will decide whether an additional work session is necessary in late August. The Public Hearing will be scheduled just prior to the September 12 Board meeting and the budget adopted and millage set at that Board Meeting. Taxing authorities will be notified of the millage rate prior to October 1.

Board Meeting Time: Chairman Moore asked for comments on a proposed time change for the Board meetings. It was suggested that a change in meeting time be considered to be more accommodating to the work schedule of Board members. Hearing input from Board members it was agreed that beginning in September the Board will meet at 5:00 p.m. on a trial basis for the remainder of the 2011 year. Chairman Moore stated that with the Open Meetings Act we need to make sure we notify the appropriate people concerning the adjustment in meeting time.

**VII. Outdoor Library Sign:**

The presentation of a proposal on a new outdoor library sign was postponed until August to allow Trustee Peruchietti time to review the previously gathered materials. A brief discussion of the pros and cons of a new sign took place.

**VIII. Director's Report:**

Director Hamrick provided the Board with updates on the Summer Reading Program. She announced that 815 kids, tweens, and teens and 180 adults registered for Summer Reading Program. Additionally, over 2,152 people have attended the various Library programs, including 270 attendants at the earlier Birds of Prey program. Director Hamrick pointed out the Overdrive downloadable chart indicating the increase in the circulation of e-books. Director Hamrick pointed out that the Delta Township District Library is the seventh largest library in the Overdrive Consortium, but fourth in circulation. The report was reviewed and filed.

**IX. Officers for 2010 Board:** Trustee Walker, chair on the Nominating Committee, moved to nominate the following slate of officers for year 2011-2012, Chair- Michael Moore; Vice Chair- Cindy Peruchietti; Treasurer- Ross Wilson, and Secretary- Colleen Weinfeld. Trustee Papciak seconded the motion. The motion to elect the officers was voted on and carried

**X. Board Member Comments:**

Trustee Walker announced that her and her husband, Dale, celebrated their 50<sup>th</sup> wedding anniversary. Trustee Walker had requested that guests to the celebration donate money

and/or picture books to the Delta Township District Library. Chairman Moore suggested that a picture for the paper be taken of the presentation of items and donations.

**XI. Adjournment:** The meeting adjourned at 5:00.

Minutes respectfully submitted by Colleen Weinfeld.