

Delta Township District Library
Board Meeting Minutes
July 14, 2009

Next Meeting: Monday, August 10, 2009, 4:15 p.m., Delta Township Library

I. Call to order at 4:15 p.m.

II. Roll Call:

Trustees Present- Michael Moore, Judy Mulvaney, Richard Milliman, Cindy Peruchietti, Colleen Weinfeld, and Marie Papciak

Trustees Absent- none

Guests Present- Stephanie Conarton- Processing manager, Keri Litwiller- executive assistant, JoAnn Grow- Friends of the Delta Township District Library, Howard Pizzo- Township Treasurer.

III. Adoption of Minutes: from meeting of June 8, 2009. Trustee Milliman moved to approve the minutes, seconded by Trustee Papciak. 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 June 3 through June 17, 2009 in the amount of \$15,089.47 and June 17 through July 8, 2009 in the amount of \$17,782.25. Trustee Milliman moved to approve both sets of invoices, supported by Trustee Mulvaney. The motion to approve the invoices for payment was voted on and carried.

Mid-year budget adjustments: Trustee Milliman presented a list of mid-year transfers to cover anticipated shortages. These adjusted line items include an increase in 719 (health insurance) by \$11,000.00, 720 (life, dental and disability insurance) by \$6,000.00, 730 (postage) by \$1,500.00, 776 (building maintenance supplies) by \$2,000.00, and 778 (equipment maintenance supplies) by \$3,000.00, and decreases in line items 912 (liability insurance) by \$9,000.00 and 703 (salaries & wages-temporary) by \$14,500.00. Trustee Milliman moved to approve the mid-year budget adjustments, seconded by Trustee Papciak. The motion to approve the adjustments was voted on and carried.

Budget Calendar: Director Hamrick will provide a draft proposed budget request for finance committee, (Trustees Milliman, Mulvaney, and Moore) by Friday, August 14, with a full Board work session meeting scheduled for Monday, August 24, 2009 at 4:15 P.M.

V. Public Appearances: Ms. JoAnne Grow spoke on behalf of the Friends of the Delta Township District Library. She reported that the friends income for the month of June was \$2,259.00, which \$1,442.00 was spent on library programming and book

and audio collection materials. Ms. Grow also mentioned the book and bake sale coming up August 21 and 22.

Delta Township Treasurer Mr. Howard Pizzo discussed the township employee committee that is reviewing health insurance benefits. Treasurer Pizzo suggested that a library employee be selected to keep abreast of changes to health insurance benefits. Treasurer Pizzo also mentioned the approved pay increase for Township employees of 2% beginning July 1st. Future pay adjustments will take place on January 1 on each year.

- VI. Director's Report:** Stephanie Conarton presented Director Hamrick's report. The report was reviewed and filed. Trustee Milliman noted that the adult services position had been abandoned for the 2009 budget year. Chairman Moore drew attention to the large attendance to our library programs.
- VII. Officers for 2010 Board:** Trustee Weinfeld, chair on the Nominating Committee, moved to nominate the following slate of officers for year 2009-2010, Chair- Michael Moore; Vice Chair- Judy Mulvaney; Treasurer- Richard Milliman, and Secretary- Marie Papciak, seconded by Trustee Peruchiatti. The motion to elect the officers was voted on and carried.
- VIII. Zingerman's "Giving Great Service":** Trustee Mulvaney moved to approve the request for closing the library Thursday, October 15, 2009 for a customer service training workshop, seconded by Trustee Weinfeld. The motion to approve the request for training and library closure was voted on and carried. Chairman Moore suggested that Board members could attend if desired. Anyone interested should advise Director Hamrick.
- IX. Ethics Policy:** Recommendation by Trustee Peruchiatti and Trustee Weinfeld to adopt the Trustee Manual Ethics statement as policy. Discussion and adoption of the policy is planned for the August board meeting.
- X. Board Member Comments:**

Trustee Papciak will mail a sympathy card with the Trustee's names to Director Hamrick's husband, Terry, in the passing of his father.

Trustee Mulvaney was impressed with the pictures of the library in the Concepts magazine.

Chairman Moore announced that he had been reappointed to the board for another term. In addition, Chairman Moore alerted the Board to a one-time cost for migration and transfer of data due to SIRSI following the decision for the library to terminate its contract with Waverly Schools.
- XI. Adjournment:** The meeting adjourned at 5:55 p.m.