

Delta Township District Library

Board Meeting Minutes

September 14, 2009

Next meeting: Monday, October 12, 4:15 p.m., Delta Township Library

I. Call to order at 4:15

II. Roll Call:

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

Trustees Absent- Michael Moore

Guests Present- Cherry Hamrick- Library Director, Mary Rzepczynski- Assistant Library Director, Keri Litwiller- staff member, JoAnn Grow- Friends of the Delta Township District Library.

III. Agenda Additions/Changes: Trustee Papciak requested the addition of a discussion for a new library sign.

IV. Adoption of Minutes: from meetings of August 11 and August 24. Trustee Weinfeld moved to approve the minutes, seconded by Trustee Papciak. The motion to approve the minutes was voted on and carried.

V. Treasurer's Report:

Approval of Bills: Trustee Milliman presented the invoices for August 5 through August 19, 2009 in the amount of \$14,595.64 and August 19 through September 9, 2009 in the amount of \$13,560.50. 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.

Establish Millage Rate: Trustee Milliman presented the millage rate of 1.0 for operation of library for 2010. Trustee Milliman moved to approve the millage rate, seconded by Trustee Peruchietti. The motion to approve the millage rate was voted on and carried.

Budget Adjustments 2010: In preparation of the October 12 public hearing, Trustee Milliman presented the 2010 budget draft as approved by the finance committee. Trustee Milliman announced the revenue versus expenditures to present a balanced 2010 budget. Changes to revenues account include increases to the following line items, penalties and interest on taxes (445.000), penal fines (660.000), interest (665.000), and appropriation transfers (699.000) and decreases to state grants (566.000), rentals (667.002), and other revenue (694.000) line items. Changes to the expenditures account includes increase adjustments to the following line items, postage (730.000), mileage (861.000), liability insurance (912.000), R&M services-equipment (933.000), education and training (957.000) and refunds and rebates (964.000) and decreases to FICA (715.000), membership and dues (959.000), and capital outlay (970.000).

Finance Committee Resolution: Trustee Milliman presented a resolution with the recommendation of the Finance Committee regarding the administration of the 2010 budget, and for further annual budgets unless specifically amended or rescinded. Trustee Milliman moved to approve this resolution, supported by Trustee Peruchietti. The motion was voted on and carried.

- VI. Public Appearances:** Ms. JoAnn Grow spoke on behalf of the Friends of the Delta Township District Library. She reported that the Friends annual book and bake sale was the best ever bringing in just under \$5,000.00, including an increase in membership by 100.
- VII. Director's Report:** Director Hamrick presented her report highlighting the success of the final week of summer reading program. She also announced the new staff changes- Allison Epstein, Rachel Weinfeld, and Diana Sanchez all pages, Shannon Cook in processing, and adult services librarian Tom Moore. The report was reviewed and filed.
- VIII. Capital Campaign Requests:**
New computers and coordinating equipment for children's area: replacing the four computers in the children's area to eliminate software problems and to make upgrading easier.
Thin client computer and mounting rack for circulation staff: allows for more efficient patron service and allows for updating and upgrading of software system of circulation computers simultaneously.
Defibrillator and CPR training books for staff: having access to a defibrillator and having CPR certified staff offers a higher level of safety to the population we serve. Trustee Papciak moved to approve all capital campaign requests, supported by Trustee Peruchietti. The motion to approve the applications was voted on and carried.
- IX. Public Display Area Policy:** Public display area policy was presented. Trustee Weinfeld moved to remove the consideration of posters no larger than 16"x20", supported by Trustee Papciak. The motion to approve the changes was voted on and carried.
- X. MLA Resolution:** The MLA resolution was presented. Trustee Milliman moved to offer the resolution, supported by Trustee Peruchietti. The motion to adopt the resolution was voted on and carried.
- XI. Board Member Comments:** Trustee Mulvaney addressed the issue of the current library sign. A decision was made to form a subcommittee, including Trustee Mulvaney and Trustee Peruchietti, to discuss options for a new sign.
- XII. Adjournment:** The meeting adjourned at 5:20 p.m.

Minutes respectfully submitted by Keri Litwiller and Marie Papciak.