

Delta Township District Library
Board Meeting Minutes
May 11, 2009

Next Meeting: Monday, June 8, 4:15 p.m., Delta Township Library

I. Call to order at 4:15

II. Roll Call:

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

Trustees Absent: none

Guests Present: Cherry Hamrick- Library Director; Mary Rzepczynski- Assistant Library Director; Keri Litwiller- Executive Assistant; Joanne Grow- Friends of the Delta Township District Library

III. Adoption of Minutes: from board meeting April 13, 2009. Chairman Moore asked for any changes to the minutes. It was recommended to change 'voted' to 'moved' and delete the word 'wooden'--in the approval of the capital campaign application for shelving and storage bins. Trustee Milliman 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: Trustee Milliman presented invoices with the distribution date of April 8 through April 22, 2009 in the amount of \$13,244.59 and April 22 through May 6, 2009 in the amount of \$13,562.71. 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.

Budget Report: Trustee Milliman noted that we are 33% into the year. Income through the month of April was \$1,591,165.47.

Mr. Milliman stated that, other than needing to make a budget adjustment for the postage line item (730.000), expenditures are looking pretty good at this point into the fiscal year. Director Hamrick informed the Board that the automated phone system is now operating with just a few minor issues that are in the process of being worked out.

V. Public Appearances:

Ms. Joanne Grow spoke on behalf of the Friends of the Delta Township District Library. She reported that for the month of April the bookstore made \$2,062.00 with \$800.00 in expenses applied toward the Run for Reading. She also expressed excitement in the increasing number of participants for the Scrabble tournament.

VI. Capital Campaign Application:

Semi-Automatic Disc Repair System: Trustee Mulvaney moved to approve the application for the disc repair system in the amount of \$2950.00, supported by Trustee Papciak. The motion to approve the application was voted on and carried.

People Counter: Trustee Mulvaney moved to approve the application for the people counter in the amount of \$823.00, supported by Trustee Papciak. The motion to approve the application was voted on and carried.

Chairman Moore presented to the Board a worksheet on Capital Campaign status. The estimated amount available in the Capital Campaign account as of April 24th, 2009 is \$126,492.00 with an anticipated amount receivable of \$74,995.00. Chairman Moore asked for Board discussion on options for expenditures goals.

Chairman Moore also addressed options for processing Capital Campaign applications. Discussions and options were discussed by board members. No changes were made at this time.

VII. Director's Report: Library Director Hamrick highlighted several meetings and events in which the Library participated. Director Hamrick informed the Board that she did the 11-month walk-through with Scott Mason to address any issues with the library building before any warranties expire. In addition, Scott quoted Director Hamrick a price of \$3,500.00 for a curb cut at the end of the sidewalk at the north Elmwood Room door. Chairman Moore requested that the Board look at the current design and options so that the idea can be discussed at the June Board meeting. Director Hamrick also stated that a new custodian, Joshua Gomez, was hired and that the IT position had been re-posted. Director Hamrick also stated that the Friends of the Library are interested in purchasing a defibrillator for the Library, which the Board agreed is a good purchase. The report was reviewed and filed.

VIII. Ethics Policy: Chairman Moore discussed an adoption of an ethics policy and assigned Trustee Weinfeld and Trustee Peruchietti as a subcommittee to review sample policies and prepare a proposed policy for adoption.

IX. Strategic Planning: Chairman Moore suggested that the Board consider updating the strategic planning goals now that the library has been functioning for a year. Chairman Moore expressed intention to invite Jeff Johnson to discuss developing a strategic plan for the future of the library.

X. Board Member Comments:

Trustee Mulvaney asked Director Hamrick about the progress of the purchase of the art sculpture. Director Hamrick explained that the selection committee is planning to meet with a local sculpturer.

Trustee Papciak announced that she is performing in a library program, Famous Michigan Figures, Tuesday, May 19th.

XI. Adjournment: The meeting adjourned at 5:45 p.m.

Minutes respectfully submitted by Marie Papciak and Keri Litwiller.