

Reed City Area District Library Board Meeting  
February 29, 2016  
RCADL Community Room  
410 W. Upton, Reed City, MI 49677

Present:

Christine Cox, President, Reed City  
Phil Noreen, Vice President, Reed City  
Bette Newell, Secretary, Lincoln Township  
Edie Betzing, Richmond Township  
Twila Betzing, Lincoln Township  
Terry Blood, Richmond Township  
Bob Duke, Hersey Township Liaison  
Tom Burnosky, Citizen, Chairman New Facility Committee  
Heather Symon Bassett, Director

Absent:

Mary Neal, Treasurer, Reed City  
Annette Butler, Green Township Liaison  
Cedar Township Liaison, OPEN

1. Call to Order

The meeting was called to order at 6 p.m. by Christine Cox. A quorum was present.

2. Approval of Agenda

A motion was made by Edie Betzing and seconded by Terry Blood to accept the agenda as amended. It passed.

3. A motion was made by Phil Noreen and seconded by Terry Blood to accept the minutes of Special Meeting ~~2/18/2016~~ 2/08/2016 and Special Meeting 2/15/2016 as corrected. It passed.

4. Citizen's requests/Public Comment

Phil Noreen remarked that the floor at the Chestnut location has been leveled and looks very nice.

5. Finance Report

A. Mary Neal being absent, Heather presented the bills. Operations subtotal for bills was \$4,116.78. New Facility subtotal for bills was \$1,527.03. Grand total for the bills is \$5,643.81. A motion was made by Edie Betzing and seconded by Phil Noreen to approve the bills as presented. It passed

B. Heather reported the balance in the Operations account is \$106,455.71 and the balance in the New Facility Account is \$457,033.61.

6. Committee Reports

A. Finance Committee

Heather will request a budget meeting in the near future.

B. Director's Evaluation Committee

This is due in April.

C. Personnel and Policy Committee

A policy issue will be discussed under New Business.

D. New Facility Committee

i. A motion was made by Edie Betzing and seconded by Terry Blood to approve the recommendations of the Color Committee as presented. It passed.

The recommendations are as follows.

Shingles: Max Def Weathered Wood Certainteed Landmark Pro.

Carpet: Main Area-Philadelphia Charismatic/Well Suited, 00309

PLEASANT

Walk Off –Succession II/Serra Sand 00700-Philadelphia

EFS/Stucco- 3098 Crescent

Exterior Emergency Light- gray

All Outlet and switch receptacles and covers- white

Locker Paint- Sherwin Williams Riverway 6222

Exterior Sconces-Antique Bronze (noted as previously approved)

Color Palette- Sherwin Williams - 7681 Tealight, 6347 Chrysanthemum, 7728 Green Sprout, 7037Balanced Beige, 7616 Breezy, 6222 Riverway.

ii. A motion was made by Phil Noreen and seconded by Edie Betzing to authorize the expense of installation of an outside electrical outlet on the east side of the

building and an outdoor sign stub conduit and the wiring and installation of two hand dryers plus the purchase of the two hand dryers, not to exceed \$1450.00. A roll call vote was taken. Yeas: Edie Betzing, Twila Betzing, Phil Noreen, Christine Cox, Bette Newell. Nays: Terry Blood. Mary Neal was absent. It passed.

iii. A motion was made by Twila Betzing and seconded by Edie Betzing to buy new casing and trim for all doors as needed, not to exceed \$1500 in net cost to us. A roll call vote was taken. Yeas: Phil Noreen, Terry Blood, Christine Cox, Bette Newell, Edie Betzing, Twila Betzing. Nays: None. It passed. Mary Neal was absent.

iv. Christine reported that there would be a total deduct of \$9,977.60 for the donation of the aluminum for the windows from Tubelite and the dropping off the plan of the book drop AND ONE STUD WALL

v. Christine reported that approximately \$24,000 remains in the contingency fund.

vi. After a very lengthy discussion, a motion was made by Edie Betzing and seconded by Terry Blood to table the discussion and any action of the hiring of Leelanau Professional Business Services and also contracting with an internet provider. It passed. Tom Burnosky will do additional research in to this topic and report back at the March 14<sup>th</sup> Special Meeting.

7. Director's Report

- A. Heather reported that the Summer Reading Program will be difficult to administer this year as all employees are going to very busy with the move. A motion was made by Edie Betzing and seconded by Bette Newell to allocate \$2,000 to the Summer Reading Program line item from the operating contingency fund. A roll call vote was taken. Yeas: Bette Newell, Edie Betzing, Twila Betzing, Phil Noreen, Terry Blood, Christine Cox. Nays: None. It passed.
- B. Heather reported that the acquisition of the additional shelving from Ferris State University. is on hold for now as they have some new guidelines that need to be addressed.
- C. Please see attached Director's Report.
- D. Heather reported that she received notice from the OCCF that the library is eligible for \$1,000 grant from them at the library's discretion.
- E. Heather reported that she is proctoring college students approximately two days per month.

8. Old Business

None

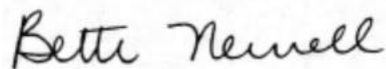
9. New Business

- A. A motion was made by Twila Betzing and seconded by Bette Newell to adopt the following addition to the Patron Code of Conduct.
  - 1. Patrons may not have body odor, fragrance or hygiene so offensive as to disturb other patrons or interfere with other patron's use of library facilities.
  - 2. Patrons may not sleep in the library.It passed.
- B. Christine reported on some initial thoughts about dates for moving and logistics related to the move.
- C. Christine reported that June 25, 2016 is the projected date for a Library Open House and ribbon cutting.
- D. A motion was made by Bette Newell and seconded by Twila Betzing to have a large wooden book spine engraved honoring the Crossroads Theater for their production of THE MYSTERY AT THE REED CITY LIBRARY. It passed.

10. Adjournment

A motion was made by Edie Betzing and seconded by Terry Blood to adjourn the meeting. It passed. Meeting adjourned at 8:55 p.m.

Respectfully Submitted



Bette Newell, Secretary RCADL

Next meeting March 14, 2106 at 5p.m. at RCADL Community Room

Approved as corrected March 14, 2016.