

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday, May 17, 2010

Members Present:	<u> X </u>	Christine Cox
	<u> X </u>	Marilyn Hummel
	<u> X </u>	Rich Saladin
	—	Maureen Watson
	<u> X </u>	Karen Zais
City Council Representative:	<u> X </u>	David Bisbee
Township Representatives:	<u> X </u>	Barb Schneider, Cedar Township
	<u> X </u>	Sarah Potts, Green Township
	<u> X </u>	Kathy Menezes, Hersey Township
	<u> X </u>	Sandy Gingrich, Lincoln Township
	<u> X </u>	Jane Keebler, Pinora Township
	<u> X </u>	Robbie Svegel, Richmond Township
	—	None assigned, Village of Hersey
Library Director (ex-officio):	<u> X </u>	Amy Bontekoe
Assistant Library Director	—	Heather Symon

1. Call to Order

The meeting was called to order at 6:08 p.m. by Marilyn, the President, in the Reed City Public Library Community Room. A quorum was present.

2. Approval of Agenda

The motion made by Karen, seconded by Rich, to approve the agenda passed unanimously.

3. Approval of Minutes

The motion made by Barb, seconded by Karen, to approve the Monday, February 22, 2010 regular meeting minutes as amended and Monday, April 26, 2010 regular meeting minutes as read passed unanimously.

4. Citizen's Requests/ Public Comment

None

5. Report from City Council Representative

The City Council Representative reported that he will motion for the City Council to approve the purchase of the RCAPS Administration building by the RCPL at the City Council meeting to be held at 7 p.m. this evening.

6. Report of Finances

Approval of Bills

The bills were tabled until the treasure can review them and an email vote can be taken to approve their payment.

An email motion made by Karen, seconded by Maureen, followed by an email vote was taken Tuesday, May 18, 2010 to pay the bills passed unanimously. See attached.

Finance Update

The motion made by Karen, seconded by Rich, to combine monies in asset account numbers 004.014 Cash – Technology and 004.015 Cash – Building into the asset 004.015 Cash – Building passed unanimously.

7. Committee Reports

New Facility Committee Report

The committee reported on the status of the progress on the contingencies regarding the offer to purchase the RCAPS Administration building.

The motion made by Karen, seconded by Rich, to remove inspection as a contingency on our offer to purchase the RCAPS Administration building passed unanimously.

The architects and our DDA partners were able to revisit the RCAPS Administration building and confirm some structural questions not yet addressed. FTC&H are still working on the feasibility of this building being converted for use into a library.

The Osceola County Brownfield Authority has approved AKT Peerless to begin the Phase 1, possible Phase 2 and BEA studies on the RCAPS Administration building using EPA grant funds.

The board heard an update on the May DDA meeting.

Recommended work to be addressed: communicating to the community on how to make donations to the library building fund, revisit our graphic artist for a status on publicity materials, and complete the setting up the agency endowment fund for the library through the OCCF to raise funds for operational expenses. The Library web site new facility page status update was shared.

The next meetings will be held as they need to be called throughout the summer.

Personnel and Policy Committee Report

The free on line Kwiksurvey.com program looks like it is going to work very well for doing director and staff evaluations. Sarah will enter the remaining questions in the survey prior to the survey being distributed.

8. Director's Report

The library won two of the three surplus bids on computers and ended up with four computers because two others were donated to the library when the first two were picked up.

Park and Read State Park free admission program tickets will be available through the RCPL this summer.

9. Old Business

None

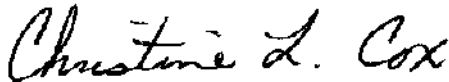
10. New Business

The Pledge Management Program committee was formed and will be chaired by Christine. Other members will be Sandy, Sarah, Lois, Robbie and Marilyn.

11. Adjournment

The motion made by Christine, seconded by Barb, to adjourn the meeting passed unanimously and the meeting was adjourned at 7:37 p.m.

Respectfully submitted,



Christine L. Cox, Secretary

May 18, 2010 E-mail motion and vote:

Fwd: May bills

Tuesday, May 18, 2010 1:59 PM

From: [This sender is DomainKeys verified](#) "Karen Zais" karen.zais@gmail.com
To: "Marilyn Hummel" <marilynhummel@hotmail.com>, "Maureen Watson (at work)" <watsonm@ferris.edu>, "Christine Cox" <cox_business_services@yahoo.com>, "Rich Saladin" <rasaladin@charter.net>, karen.zais@gmail.com
Rich voted yes...see below; he'd only replied to me to my original message.

----- Forwarded message -----From: **Rich Saladin** <rasaladin@charter.net>
Date: Tue, May 18, 2010 at 11:16 AM
Subject: RE: May bills
To: Karen Zais <karen.zais@gmail.com>

Aye

Rich Saladin

-----Original Message-----From: Karen Zais [<mailto:karen.zais@gmail.com>]
Sent: Monday, May 17, 2010 7:56 PM
To: Marilyn Hummel; Maureen Watson (at work); Rich Saladin; Christine Cox; Karen Zais; Reed City Public Library
Subject: May bills

I move that we approve the May bills as presented.

Karen

RE: May bills

Tuesday, May 18, 2010 1:21 PM
From: "Rich Saladin" <rasaladin@charter.net> [View contact details](#)
To: "Marilyn Hummel" <marilynhummel@hotmail.com>, "karen zais" <karen.zais@gmail.com>
Cc: watsonm@ferris.edu, "christine cox" <cox_business_services@yahoo.com>, "Reed City Public Library" <rclib@hotmail.com>

Yes

[Rich Saladin](#)

From: Marilyn Hummel [<mailto:marilynhummel@hotmail.com>]
Sent: Tuesday, May 18, 2010 12:27 PM
To: karen zais
Cc: watsonm@ferris.edu; rich saladin; christine cox; Reed City Public Library
Subject: RE: May bills

I don't think I can vote even on an e-mail issue. So we'll wait for Rich

Date: Tue, 18 May 2010 11:27:42 -0400
Subject: Re: May bills
From: karen.zais@gmail.com
To: marilynhummel@hotmail.com
CC: watsonm@ferris.edu; rasaladin@charter.net; cox_business_services@yahoo.com; rclib@hotmail.com

I vote yes.

On Tue, May 18, 2010 at 8:11 AM, <Maureen.Watson@ferris.edu> wrote:

I second the motion.

Maureen

To be Approved Monday, June 28, 2010

-----Karen Zais <karen.zais@gmail.com> wrote: -----To: Marilyn Hummel <marilynhummel@hotmail.com>, "Maureen Watson (at work)" <watsonm@ferris.edu>, Rich Saladin <rasaladin@charter.net>, Christine Cox <cox_business_services@yahoo.com>, Karen Zais <karen.zais@gmail.com>, Reed City Public Library <rclib@hotmail.com>
From: Karen Zais <karen.zais@gmail.com>
Date: 05/17/2010 07:56PM
Subject: May bills

I move that we approve the May bills as presented.
Karen

Re: May bills

Tuesday, May 18, 2010 11:21 AM
From: "Maureen_Watson@ferris.edu" <Maureen_Watson@ferris.edu>
[View contact details](#)
To: Maureen_Watson@ferris.edu
Cc: "Christine Cox" <cox_business_services@yahoo.com>, "Karen Zais" <karen.zais@gmail.com>, "Marilyn Hummel" <marilynhummel@hotmail.com>, "Rich Saladin" <rasaladin@charter.net>, "Reed City Public Library" <rclib@hotmail.com>, "Maureen Watson (at work)" <watsonm@ferris.edu>... more
I vote yes.

Maureen

From: Maureen E Watson/FSU
To: Karen Zais <karen.zais@gmail.com>
Cc: Marilyn Hummel <marilynhummel@hotmail.com>, "Maureen Watson (at work)" <watsonm@ferris.edu>, Rich Saladin <rasaladin@charter.net>, Christine Cox <cox_business_services@yahoo.com>, Karen Zais <karen.zais@gmail.com>, Reed City Public Library <rclib@hotmail.com>
Date: 05/18/2010 08:11 AM
Subject: Re: May bills

I second the motion.
Maureen

-----Karen Zais <karen.zais@gmail.com> wrote: -----
To: Marilyn Hummel <marilynhummel@hotmail.com>, "Maureen Watson (at work)" <watsonm@ferris.edu>, Rich Saladin <rasaladin@charter.net>, Christine Cox <cox_business_services@yahoo.com>, Karen Zais <karen.zais@gmail.com>, Reed City Public Library <rclib@hotmail.com>
From: Karen Zais <karen.zais@gmail.com>
Date: 05/17/2010 07:56PM
Subject: May bills

I move that we approve the May bills as presented.
Karen

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To: "Karen Zais" <karen.zais@gmail.com>, Maureen_Watson@ferris.edu
Cc: "Marilyn Hummel" <marilynhummel@hotmail.com>, "Maureen Watson (at work)" <watsonm@ferris.edu>, "Rich Saladin" <rasaladin@charter.net>, "Karen Zais" <karen.zais@gmail.com>, "Reed City Public Library" <rclib@hotmail.com>
I vote yes. Christine

--- On Tue, 5/18/10, Maureen_Watson@ferris.edu <Maureen_Watson@ferris.edu> wrote:
From: Maureen_Watson@ferris.edu <Maureen_Watson@ferris.edu> Subject: Re: May bills
To: "Karen Zais" <karen.zais@gmail.com>
Cc: "Marilyn Hummel" <marilynhummel@hotmail.com>, "Maureen Watson (at work)" <watsonm@ferris.edu>, "Rich Saladin" <rasaladin@charter.net>, "Christine Cox" <cox_business_services@yahoo.com>, "Karen Zais" <karen.zais@gmail.com>, "Reed City Public Library" <rclib@hotmail.com>
Date: Tuesday, May 18, 2010, 8:11 AM

I second the motion.
Maureen

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From: Karen Zais <karen.zais@gmail.com>
Date: 05/17/2010 07:56PM
Subject: May bills

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Karen