

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday, August 26, 2013

Members Present:	<u> X </u>	Christine Cox, President
	<u> X </u>	Mary Neal, Secretary
	<u> X </u>	Phil Noreen, Vice President
	—	Deb Adsmund, Trustee
	<u> X </u>	Nadine White, Treasurer
City Council Representative:	<u> X </u>	David Bisbee
Township Representatives:	<u> X </u>	Barb Schneider, Cedar Township
	—	Char Oden, Green Charter Township
	<u> X </u>	Kim Venema, Hersey Township
	<u> X </u>	Jacqui Gerould, Lincoln Township
	—	Kay Lux, Pinora Township
	—	Linda Stieg, Richmond Township
Library Director (ex-officio):	<u> X </u>	Heather Symon
Assistant Library Director	—	Jen Thorson

1. Call to Order

The meeting was called to order at 6:00 by Christine Cox, the President, in the Reed City Public Library Community Room. A quorum was present.

2. Approval of Agenda

The motion made by Nadine White, seconded by Mary Neal, to approve the agenda as amended, passed unanimously.

3. Approval of Minutes

The motion made by Mary Neal, seconded by Nadine White, to approve the Monday, July 29, 2013, minutes as presented passed unanimously.

4. Citizen's Requests/ Public Comment

None.

5. Report from City Council Representative

David Bisbee reported results from a meeting held on August 22, 2013, with contracting townships to assess tentative interest in exploring the option of becoming a district library, as related to the Library's interest in completing a Michigan Department of Treasury Competitive Grant Assistance Program application. He indicated that there appears to be enough tentative interest to apply for the grant. He reported that the City of Reed City, Hersey Township/Village of Hersey and Richmond Township have completed letters of support to attach to the grant application and that Lincoln Township intends to. Other townships may need additional contact from the Library and he noted the suggestion at that meeting that letters of support be requested from other organizations within the Community as well. If the grant were received, it is possible that it could cover the cost of the renovation of the building at the Library's future location at 829 S. Chestnut as well as costs associated with forming a district library.

6. Report of Finances

Approval of Bills

The motion made by Nadine White, seconded by Phil Noreen, to approve the bills as corrected, passed unanimously. The correction was to change the Ebsco bill to line item number 271-738-740.400. The sub-total for operations was \$ 2,804.47, \$ 13.53 for New Facility, for a bills grand total of \$ 2,818.00.

7. Committee Reports

New Facility Committee Report

Information regarding the steps that need to be taken, as well as a proposed timetable, to form a district library was reviewed. A motion made by Nadine White and seconded by Phil Noreen, for Mary Neal and Deb Adsmund to serve as Library Board representatives for a District Exploratory Committee, was approved unanimously. Any Township wishing to participate in this exploratory group will need to make a similar resolution. Qualifications for the two district library attorney's that sent responses for a request for proposal for services associated with forming a district library were reviewed. The third attorney who was sent the same request for proposal did not respond. After reviewing qualifications of the responding attorneys, a motion made by Nadine White to retain Richard

W. Butler Jr. of Bloom, Sluggett, Morgan of Grand Rapids as legal counsel for the purpose of guiding the exploratory committee in the formation of a district library and preparing a corresponding millage proposal for financing, was seconded by Mary Neal and approved unanimously. Heather Symon indicated that she would attempt to schedule Mr. Butler for facilitating a first district library exploratory committee meeting on September 19, 2013 at 7:00 pm at the Library, with a back up date of September 26, 2013. It was recommended it be requested that most copy jobs be forwarded to the Library for copying as his work on the Library's behalf progresses.

Personnel and Policy Committee Report

A motion made by Nadine White to remove Wanita Kampmueller, Gabrielle Fasbender, Charlotte Kirch and Samantha Sutton from active staff status, was seconded by Mary Neal and approved unanimously. This served as follow up to a request from the City staff to report staff status for stated individuals. These individuals are no longer active as on call staff.

8. Director's Report

Highlights of the July 2013 Director's Report were reviewed. It was reported that summer reading program donor thank you's were mailed. It was indicated that Freading E-book and Rocket language services would be adopted by the Library soon and that payment plans were being reviewed. Heather Symon will present a New Library Project update and library news to the Reed City Rotary on August 27, 2013. It was further indicated that notice was received from the Mecosta County Community Foundation that the Reed City Public Library was no longer eligible to participate in their annual "Match Day" event as their Board adopted a new policy that participating organizations must physically reside in Mecosta County and not just serve Mecosta County residents.

9. Old Business

None.

10. New Business

None.

11. Adjournment

The motion made by Phil Noreen, seconded by Nadine White, to adjourn the meeting at 7:27 pm, passed unanimously. The next Board meeting will be held on Monday, September 30, 2013 at 6:00 pm in the Reed City Public Library Community Room.

Respectfully submitted,

Heather Symon
Reed City Public Library, Director
Staff appointed Reed City Public Library Board, Recorder