

Reed City Area District Library Board Meeting
Monday, April 25, 2016; 6 p.m.
RCADL Community Room

Present:

Christine Cox, President, Reed City
Phil Noreen, Vice President, Reed City
Mary Neal, Treasurer, Reed City
Bette Newell, Secretary, Lincoln Township
Twila Betzing, Lincoln Township
Terry Blood, Richmond Township
Tom Burnosky, Richmond Township
Annette Butler, Green Township Liaison
Bob Duke, Hershey Township Liaison
David Bisbee, Citizen, Reed City City Council
Heather Symon Bassett, Director

Absent:

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 Mary Neal and seconded by Terry Blood to approve the agenda as presented. It passed.

3. Approval of minutes

A motion was made by Phil Noreen and seconded by Twila Betzing to approve the minutes of April 11, 2016 as presented. It passed.

4. Citizen's requests/Public Comment

David Bisbee reported on a news story about a heroic librarian from Mali.

5. Finance Report

- A. Mary reported that the total of the operations bills was \$3,624.76. The Grand total of the Bills was \$5,098.08. A motion was made by Tom Burnosky and seconded by Terry Blood to approve the bills as presented. It passed.
- B. Account amounts were not available for this meeting.

6. Committee Reports

A. Finance Committee

Tom Burnosky will replace Edie Betzing on the finance committee. The finance committee will be meeting to discuss the budget on Thursday, April 28 at 5 p.m.

B. Director's Evaluation Committee

No report.

C. Personnel and Policy Committee

Mary Neal will replace Juanita Ripley on this committee.

D. New Facility Committee

- i. A motion was made by Twila Betzing and seconded by Terry Blood to approve up to \$250 for steam cleaning of library furniture by Sunshine Cleaners.

A roll call vote was taken.: Yeas: Phil Noreen, Bette Newell, Tom Burnosky, Twila Betzing, Mary Neal, Christine Cox, Terry Blood.
Nays: None It passed.

- ii. A motion was made by Bette Newell and seconded by Mary Neal to not spend over the \$5,000 donation for the teen furniture including the recognition plate. A roll call vote was taken. Yeas: Bette Newell, Twila Betzing, Tom Burnosky, Mary Neal, Christine Cox, Terry Blood, Phil

Noreen. Nays: None. It passed.

iii. No objection was raised at the suggestion to paint the teen area wall with the color Riverway.

iv. A motion was made to give the color committee the authority to choose the baseboard color for the new building by Twila Betzing and seconded by Terry Blood. It passed.

v. Phone service was discussed but no decisions were made.

vi. A motion was made by Twila Betzing and seconded by Tom \ Burnosky to accept the upgrade expenses and credits as presented except for the ventilation fans.

A roll call vote was taken. Yeas: Bette Newell, Tom Burnosky, Twila Betzing, Mary Neal, Christine Cox, Terry Blood, Phil Noreen. Nays: None. It passed.

vii. It was decided to select the 6 x 8 inch plaque to recognize naming rights. The cost of these now is \$30.

viii. Discussion was held concerning the packing/moving/and opening date. June 13 will be the opening date at 829 S. Chestnut. We need to move chairs on May 12 or 13.

xi. The library will dispose for repurpose to Habitat for Humanity the unneeded doors , diffusers and furniture that have been unable to be sold.

x. A tentative date of July 7 was chosen as a new date for the Grand Opening. Tom will check with the State Librarian to see if they are available.

xi. Shelf assembly and Cleaning after taking possession of the building was discussed.

xii. The color committee will decide where the ADA buttons for the doors will go.

ii. The new completion date is projected for May 10, cabinet locks will be keyed, sanitary napkin disposal receptacles will go in each of the family bathrooms and the paper towel holders will be removed from the plan.

xiii. Tom reported that we received approximately \$570 from our last salvage run.

7. Directors Report

See attached.

Heather reported that Green Township is considering putting a millage on the ballot to support the Libraries serving their area.

8. Old Business

None

9. New Business

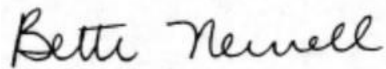
A. The job descriptions for Library personnel were referred to the policy and personnel committee.

B. Heather presented some information on Friends of the Library groups. No action was taken.

10. Adjournment

A motion was made by Mary Neal and seconded by Terry Blood to adjourn the meeting. It passed. The meeting was adjourned at 8:30 p.m.

Respectfully Submitted,



Bette Newell, Secretary, RCADL

Approved May 9, 2016

The next Special meeting of the RCADL is to be held on May 9 at 5 p.m. in the RCADL Community room.

The next meeting of the RCADL is to be held on Monday, May 23 at 6 p.m. in the RCADL Community room.