

REED CITY PUBLIC LIBRARY  
Minutes of the Board Meeting  
Monday, August 27, 2012

Members Present:	<u>  X  </u>	Christine Cox
	<u>    </u>	Judy Knuttila
	<u>  X  </u>	Phil Noreen
	<u>  X  </u>	Juanita Ripley
	<u>  X  </u>	Nadine White
City Council Representative:	<u>  X  </u>	David Bisbee
Township Representatives:	<u>    </u>	Barb Schneider, Cedar Township
	<u>    </u>	Open, Green Township
	<u>    </u>	Kim Venema, Hersey Township
	<u>  X  </u>	Jacque Gerould, Lincoln Township
	<u>  X  </u>	Jane Keebler, Pinora Township
	<u>    </u>	Open, Richmond Township
Library Director (ex-officio):	<u>  X  </u>	Heather Symon
Assistant Library Director	<u>    </u>	Jen Thorson

**1. Call to Order**

The meeting was called to order at 6:10 p.m. by Juanita, the president, in the Reed City Public Library Community Room. A quorum was present.

**2. Approval of Agenda**

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

**3. Approval of Minutes**

The motion made by Phil, seconded by Nadine, to approve the Monday, July 30, 2012 minutes as corrected passed unanimously.

**4. Citizen's Requests/ Public Comment**

**5. Report from City Council Representative**

Street project is going well and is on track financially and time.  
Downtown Development Authority (DDA) extension progressing.  
The City is searching for a new Department of Public Works (DPW) director.

**6. Report of Finances**

**Approval of Bills**

Operations subtotal \$4,212.44, New Building subtotal \$13.53, for a Total Expenses of \$4,225.97.  
The motion made by Nadine, seconded by Christine, to approve the bills as presented passed unanimously.

**Finance Update**

None

**7. Committee Reports**

**New Facility Committee Report**

Craft items are being requested for the Wine Tasting and Silent Auction fund raiser for the New Library Project to be held Saturday, December 8, 2012, time to be determined.

A patron has volunteered to donate an ad in the Library's name in the new Crossroads Theater Guild program.

Heather will present about the New Library Project to the General Federation of Women's Clubs (GFWC) on September 25, 2012.

A suggestion was made to consider a ballot proposal to form a District Library to be held with the November 2014 Statewide election.

Book Sale held at the new building on Saturday, August 18, 2012 raised \$270.06 for the New Library Project.

**Personnel and Policy Committee Report**

None

**8. Director's Report**

Summer Reading Program (SRP) Grand Prizes divided between the three age levels included: 3-\$50 Meijer cards, 3-Bikes and 10-\$25 Walmart cards. SRP had 131 participants this year (78 last year) that earned prizes based on books read for free food from local businesses, books and other items throughout the summer program and for every third prize earned an entry form for the child was placed in the grand prize drawing.

The Director reported on the results of recent local elections. Two big changes are the new prosecutor Tyler Thompson and new Richmond Township Clerk is Linda Stieg.

The Director presented information and answered questions regarding penal fine differentials at the August Hersey Township meeting. David is willing to attend the next Hersey Township meeting to assist Heather with fielding questions.

Library Staff participated in the Crossroads Parade and handed out book marks advertising the New Library Project fund raiser held on Saturday, August 18, 2012 and the Book Talk & Signing with Benjamin Busch on Tuesday, September 11, 2012.

Circulation numbers are up over what they were during this same time period last year. The movie program and other program attendance during the Summer Reading Program were all well attended.

The Director highlighted October events noting that the staff will participate with Halloween in the park again this year and requested that willing board members donate the candy again this year for the trick-or-treaters that visit the Library on Halloween night.

Welcome Jacquie Gerould our new Lincoln Township representative.

#### 9. Old Business

Motion made by Christine, seconded by Juanita that the new policy section 24. *Online/Internet Donations* (see attached) be approved as presented and that the supplemental bank account be opened with the Reed City Branch of Huntington Bank passed unanimously.

The sign at the new library is scheduled for completion by the end of this week. We have had a number of donations in time and materials for the building of this sign. All donors will be recognized on the new library web site.

The new library web site created in the *Plinkit* Program with the Library of Michigan is expected to be fully functional by the end of the week and possibly as early as Tuesday. The board viewed many of the features of the new site and loved that a book can be looked up in our on-line card catalog and reserved at our Library from the comfort of home. The calendar is another exciting feature of the new site which can be found at [www.reedcitylibrary.org](http://www.reedcitylibrary.org). Watch as many new features are added in the coming months.

#### 10. New Business

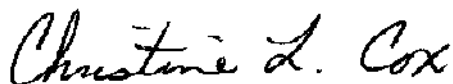
The next planned Book Sale will be held during the Evergreen Festival week at the current Library (410 W. Upton Ave.) and a Book Sale to raise funds for the New Library Project will be held at the new Library location (829 S. Chestnut St.) on Friday and Saturday at the same time as the Arts & Crafts Show at the High School. Christine has secured a fuel heater and Juanita will borrow a generator to have available to power lights if needed.

Christine is looking for a day or two in September to hold an indoor yard sale to raise money for the New Library Project at the new Library location (829 S. Chestnut St.).

#### 11. Adjournment

The meeting was adjourned at 7:50 p.m. by a motion made by Nadine, seconded by Phil and passed unanimously. The next Board meeting will be held on Monday, September 24, 2012 at 6:00pm in the Reed City Public Library Community Room.

Respectfully submitted,



Christine L. Cox  
Reed City Public Library Board, Vice President