

REED CITY AREA DISTRICT LIBRARY BOARD MEETING MINUTES

Monday, September 29, 2014

Members Present : Christine Cox, President, Reed City Phil Noreen, Vice President, Reed City
Mary Neal, Treasurer, Reed City Terry Blood, Lincoln Township
Jacquie Gerould, Lincoln Township Edie Betzing, Richmond Township
Jennifer Thorson, RCADL
Absent: Bette Newell, Secretary, Reed City Heather Symon, Library Director
Visitors: Tom Burnosky

CALL TO ORDER

1. The meeting was called to order at 6:00pm by Christine Cox in the Reed City Public Library Community Room. A quorum was present.
2. APPROVAL OF AGENDA
The motion made by Phil Noreen, seconded by Jacquie Gerould, to approve the agenda, passed unanimously.
3. APPROVAL OF MINUTES
The motion made by Phil Noreen, seconded by Jacquie Gerould, to approve the Minutes as presented for the regular meeting of 8/25/14, passed unanimously.
4. CITIZEN'S REQUESTS/PUBLIC COMMENT none
5. FINANCE REPORT
 - a. Mary Neal reported that the grand total for bills this month is \$5,361.88 with the revised Operations subtotal of \$3,718.73 and New Facility subtotal of \$1,629.62. A motion was made by Edie Betzing, second by Phil Noreen to approve the bills as presented. Motion passed unanimously.
 - b. A request to approve the Memo dated 9/29/14 was submitted by Christine Cox, subject: Checking account and USDA Grant facilitation. The memo authorizes the opening of an interest free, free checking account, the issuance of a \$2,500 from the Library's construction reserve to that checking account, the approval of the 'Grant Agreement', and approval to review and correct the FINANCIAL section the Reed City Area District Library's policy to ensure policy is sufficient to support this Memo. Motion by Edie Betzing, Second by Terry Blood to correct the Memo to correct and add the word 'Area' to the description of the RCADL Board. Passed unanimously. A second motion was made by Edie Betzing, second by Terry Blood to approve the Memo dated 9/29/14. A roll call vote was taken. Yeas: Christine Cox, Phil Noreen, Mary Neal, Terry Blood, Jacquie Gerould, Edie Betzing. Nays: None. Motion passed unanimously.
 - c. A motion was made by Terri Blood, second by Jackie Gerould to approve and sign the USDA Grant Agreement and to electronically send a copy of the agreement to the Townships and the City. Motion passed unanimously.
 - d. Motion by Edie Betzing, second by Terri Blood, to approve and deliver Form-L-4029 to allow millage to be collected on December 2014 tax bills if millage is approved at 11/04/14 election as related to operational millage. Motion passed unanimously.

- e. Jennifer Thorson reported employee pay rate forms have been completed to facilitate mandatory state minimum increase to \$8.15/hr, effective 9/1/14.
 - f. Motion made by Phil Noreen, second by Edie Betzing, to approve the USDA Account Policy. Motion passed unanimously.
 - g. Motion made by Edie Betzing, second by Phil Noreen, to approve a budget line change transferring \$2500 from Arch & Engineering to Capital Outlay account 971-901-970-000. Motion passed unanimously.
6. OLD BUSINESS
- a. An update on the website was given. It is a work in progress.
 - b. It was reported the Committee working on the passage of the millage was busy and working to place Vote Yes signs. The Board ,if they would like, could do robo calls from the Library.
7. NEW BUSINESS
- a. After much discussion about how the minutes of this Board will be presented, a motion was made by Edie Betzing, second by Terri Blood, That the minutes be presented to the Board with revisions being made at the Board meeting and changed by the Secretary and then a vote is called for approval.
8. ADJOURNMENT. The motion made by Edie Betzing, seconded by Terri Blood, to adjourn at 7:40pm, passed unanimously.

Respectfully submitted,
Mary Neal