

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday, February 22, 2010

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

Public Present: Peter Mekas

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

3. Approval of Minutes

The motion made by Karen, seconded by Rich, to approve the revised minutes of the December 14, 2009 meeting **and regular meeting January 25, 2010 minutes as read** passed unanimously.

4. Citizen's Requests/ Public Comment

None

5. Report from City Council Representative

None

6. Report of Finances

Approval of Bills

- The motion made by Karen, seconded by Rich, to approve the bills as presented passed unanimously.

Finance Update

- Final draft of the 2010-2011 budget will be presented at next meeting.
- Amy continues to work with the townships regarding penal fines. Actual collection will be below budget at about \$58,000-\$59,000. Most townships have paid. Next year's budget will be reduced to \$60,000 for penal fines.
- Budget committee will continue to explore alternative health insurance providers/options for more affordable coverage.
- Karen anticipates that health care will be over the budget this year; awaiting actual numbers from city.
- In order to maintain a workable budget, staffing and /or operating hours will be examined.
- George Freeman will be invited to next meeting in hopes of answering many questions re: the role of the DDA.
- Budget committee will meet next Tuesday, March 2nd @ 5:00 pm.

7. Committee Reports

New Facility Committee Report

- Barb reported that the DDA will not address the library's funding request until 2012; currently they are prioritizing projects. The DDA offered that the library could potentially share in some funds that are due to be released from the Depot project.
- The next meeting will be held March 8, 2010 at 6:00 p.m. in the RCPL community room.

Personnel and Policy Committee Report

- Rich checked with the state regarding compliance as a Level 3 library and reported that we meet requirements. A Master's degree is not required for the Director.
- Amy will need to attend a Beginning Director workshop and a New Director workshop as mandated by the state to receive funds.
- Rich set a Policy Committee meeting for April 5th @ 6:00 pm.

8. Director's Report

- a. The Director reported a notable increase in circulation stats.
- b. State Aid report has been completed.
- c. A RCPL ad has been placed in the High School yearbook.
- d. Staff meeting updates
 - i. A Lock-in at the library is planned for March 5th from 4:00-10:00 pm. Rich and Kathy volunteered to chaperone.
 - ii. The Piggy Bank, fundraiser for the new library, collected \$26.00
 - iii. Events for April are being considered: Tea Party on April 17th and a Scrabble Night TBD.

9. Old Business

Marilyn and Maureen will go to present the Emeritus Award Plaque to Winona on Friday.

10. New Business

None

11. Adjournment

The motion made by Marilyn, seconded by Rich, to adjourn the meeting passed unanimously and the meeting was adjourned at 7:30 p.m. The next Board meeting will be held Monday, March 22, 2010 at 6:00 pm in the Reed City Public Library Community Room.

Respectfully submitted,

Sarah Potts, Green Township Rep.