

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday, June 27, 2011

Members Present:

- Heather Symon – Library Director (ex-officio)
- Jen Thorson – Assistant Library Director
- David Bisbee, Board Member, City Council Representative
- Christine Cox, Board Member, Trustee
- Judy Knuttila – Board Member, Secretary, City Representative
- Kathy Menezes, Board Member, Hersey Township Representative
- Sarah Potts – Board Member, Green Township Representative
- Juanita Ripley – Board Member, President, City Representative
- Robbie Svegel – Board Member, Richard Township Representative
- Nadine White – Board Member, Treasurer, City Representative
- Barb Schneider, Board Member, Cedar Township Representative

1. Call to Order

The meeting was called to order at 6:02 PM by Juanita R.

2. Approval of Agenda

Motion made to approve agenda by Nadine W. and seconded by Judy K.

3. Approval of Minutes

Motion to accept May 2011 minutes with revisions made by Juanita R. and seconded by Judy K.

4. Citizen's Requests/Public Comment

None

5. Report from City Council Representative

David was not available for City Council report at this meeting.

6. Report of Finances

A motion was made by Juanita R., seconded by Nadine W. to approve the bills as presented. Heather discussed a potential agreement with Spec Tec of Reed City for IT service. It was agreed that Heather would request more information to present to the board for review.

7. Committee Reports

Details of July 2011 Biggby and 7/16/11 Rummage Sale/Booksale & Carnival Event were reviewed. It was agreed that Heather would follow up on volunteer t-shirts for various library events through Kel's Closet of Reed City. Volunteers were requested for the Rummage Sale/Booksale & Carnival Event and Nadine offered to bring tables for the event as well.

8. Director's Report

Heather discussed that DeepFreeze software was ordered and will soon be put on all computers. Heather also gave an account of a recent Summer Reading Program Kickoff event and announced that the library is again participating in a MI DNR Park & Read program and was recently approved for continued E-rate funding assistance for phone service. It was indicated that the most recent quarterly OCCF Endowment Fund statement noted a balance of \$3,441.12. It was further noted that the library will be a ticket site for 'Breakfast on the Farm' program, a no-cost program through the non-profit, MSU Extension office.

9. Old Business

Heather requested township reps to contact respective townships to see if RCPL might include New Library Project pledge information with summer tax mailings. It was noted that there was not likely sufficient notice to include with summer tax mailings.

10. New Business

Chris and Loren from the Cedar Township Board attended meeting to discuss potential withdrawal from RCPL service area. It was decided to table potential Cedar withdrawal until next meeting. Motion was made by Barb S. and seconded by Nadine W. to accept withdrawal at next meeting if an agreement could not be agreed upon. Committee appointments were discussed and tabled until the next meeting.

11. Adjournment

Meeting was adjourned at 8:16 pm.

Respectfully submitted,

Heather Symon

RCPL Director

To be Approved Monday July 25, 2011.