

Reed City Area District Library
August 27, 2018; 6 p.m.
RCADL Community Room
829 S. Chestnut, Reed City MI 49677

Present:

Lyndsey Eccles, President, Reed City
Cecile Slywka, Treasurer, Richmond Township
Bette Newell, Secretary, Lincoln Township
Melissa Tonn, Trustee, Lincoln Township
Kylene Nix, Trustee, Reed City
Mary Neal, Liaison Green Township
Tom Burnosky, Director
Phil Noreen, Citizen, Reed City
Paul Oleson, Municipal Underwriters of West MI Inc.se

Absent:

Terry Blood, Trustee, Richmond Township
Jenny Garska, Hersey Township Liaison
Open, Cedar Township Liaison

1. Call to order and attendance

The meeting was called to order at 6:05 p.m. by Lyndsey Eccles and attendance was noted by Bette Newell. A quorum was present.

2. Approval of Consent Agenda

A motion was made by Bette Newell and seconded by Cecile Slywka to approve the minutes of the July 30, 2018 meeting and the August Bills and financial statements as presented. It passed.

3. Citizen's requests/Public Comment

None

4. Standing Committee Reports

A. Budget and Finance-None

B. HR-None

C. Strategic Planning

The Strategic Planning Committee met on August 15, 2018 and is working on a 3 year plan to be completed by the end of the year. They are on schedule to have the QSAC checklist completed by the end of October.

The patron survey has gone out in trial form and is planned to be completed also by October 31, 2018. Another Strategic Planning meeting is scheduled for September 18, 2018 at 5:30 p.m. at the RCADL. Tom reported that the next millage election for the library will take place in the fall of 2023.

5. Director's Report

- A. Review July Programs and Metrics- see attached.
- B. Summer Reading Wrap up- see attached.

6. Ongoing Business

- A. Insurance agent Paul Oleson gave us a yearly update on our insurance coverage. He informed us that the company offers grants up to \$5,000 for risk reduction improvements.
- B. Lyndsey Eccles suggested that we join the Friends of Michigan Trustee Alliance. This would give us a discounted rate for the conference that several board members would like to attend in October in Lansing. A motion was made by Bette Newell and seconded by Cecile Slywka to join The Friends of Michigan Trustee Alliance for a cost of \$35. It passed.
- C. Phil Noreen had two representatives from Tubelite in to look at our windows that are not performing as they should. They will look more in to the installation and speak with an engineer and possibly the installer.
- D. Tom Burnosky has been making notes about possible policy changes. This will help us be conformed to QSAC also. Tom says we are on track to be ready for the audit. Tom is very happy with Barb Westerburg so far. The audit is scheduled in October of this year.

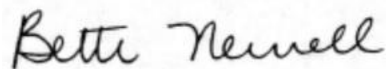
7. New Business

- A. Tom requests that someone be available two times a month to provide oversight with the payroll. Cecile Slywka and Mary Neal will work together to provide this until the new year. The first date will be September 4th for this duty. Tom reported that our penal fines are higher than were budgeted for so we will be receiving more money than planned there and also the taxable property values are up \$2,669,489 from last year, so that will be more money for the library, although we do not know how much as of yet.
- B. Kudos were given to Phil Noreen in recognition and appreciation of his 7 years on the RC Public Library and RCADL Library Board. His resignation has accepted by the city council and Kim Nix's appointment was accepted by the Reed City Council on August 20, 2018 and she was sworn in on August 2, 2018.

8. Adjournment

A motion was made by Melissa Tonn and seconded by Bette Newell to adjourn the meeting. It passed. Meeting was adjourned at 7:56 p.m.

Respectfully submitted,



Bette Newell, Secretary RCADL

The next meeting of the RCADL will be on September 24, 2018 at 6 p.m. in the Reed City Area District Library Community Room.