

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday, November 25, 2013

Members Present:	<u> X </u>	Christine Cox, President
	<u> X </u>	Mary Neal, Secretary
	<u> X </u>	Phil Noreen, Vice President
	<u> X </u>	Deb Adsmond, Trustee
	___	Open, Treasurer
City Council Representative:	___	David Bisbee
Township Representatives:	<u> X </u>	Barb Schneider, Cedar Township
	___	Char Oden, Green Charter Township
	<u> X </u>	Kim Venema, Hersey Township
	<u> X </u>	Jacqui Gerould, Lincoln Township
	___	Kay Lux, Pinora Township
	___	Linda Stieg, Richmond Township
Library Director (ex-officio):	<u> X </u>	Heather Symon
Assistant Library Director	___	Jen Thorson

Visitors: Jenny Garska, Hersey resident

1. Call to Order

The meeting was called to order at 6:05 by Christine Cox, the President, in the Reed City Public Library Community Room. A quorum was present.

2. Approval of Agenda

The motion made by Phil Noreen, seconded by Deb Adsmond, to approve the agenda with the addition of fundraising as item 7.1.C. on the agenda, passed unanimously.

3. Approval of Minutes

The motion made by Mary Neal, seconded by Phil Noreen, to approve the Monday, October 28, 2013, board minutes and October 9, 2013 District Exploratory Meeting minutes as presented, was approved unanimously.

4. Citizen's Requests/ Public Comment

Introductions of attendees were completed as there was a new community member attendee.

5. Report from City Council Representative

None.

6. Report of Finances

The motion made by Mary Neal, seconded by Deb Adsmond, to approve the bills as presented, passed unanimously. The sub-total for operations was \$ 4,453.31 and \$ 13.53 for New Facility, for a bills Grand Total of \$ 4,466.84. A motion was made by Phil Noreen, seconded by Deb Adsmond, and approved unanimously, to adopt a budget amendment adjusting Line 805.000 Memberships and Dues from \$ 2,202.00 to \$ 3,618.00. This was to account for a Michigan Collaborative for Library Services Rides interlibrary loan service pre-payment, which the Library was later reimbursed for from the Mid-Michigan Library League.

7. Committee Reports

New Facility Committee Report

It was noted that the next District Exploratory Committee meeting is scheduled for Thursday, Dec. 5, 2013 at 7 pm at the Library. As related to the district library formation, it was noted that anticipated participating municipalities appear to be Richmond Township, Lincoln Township and the City of Reed City. It was further noted that the Osceola County Board of Commissioners will review the Library's request to extend the Library's lease, with a proposed Letter of Understanding, in the County Annex building at their Tues., Dec. 3, 2013 meeting. Phil Noreen and/or Mary Neal may attend the meeting. The proceeds from the Nov. 2, 2013 book sale, salvaged items and Nov. 21st Educator Hour at 829 S. Chestnut were reported to be \$124.30, \$26.85 and \$42, respectively, for a total New Library Project donation of \$193.15. Heather indicated that the Loyal Order of the Moose, Reed City Post, approved the Library's request for a Wine Tasting and Silent Auction from 5-8 pm on Sat., Feb. 8, 2014. It was also indicated that the Library is waiting on approval from the Reed City High School requesting permission to use the high school halls for the annual walk-a-thon on Thurs. Jan 9, 2014. It was

reported that Cedar Township recently forwarded a letter of support to attach to the submitted Michigan Competitive Assistance Grant application. Phil Noreen requested an update for piggy bank proceeds.

Personnel and Policy Committee Report

None.

8. Director's Report

It was reported that October circulation was up from the previous year, though the year to date circulation is slightly lower than the previous year. It was noted the family of Gretchen Crawford selected the Reed City Public Library as one of two organizations to receive memorial donations in her honor. It was noted that several newspapers were e-mailed story ideas, including Freading e-books and Rockets Languages, both facilitated by Library Ideas, LLC, a Behind Enemy Lines display and general details associated with the potential district library. It was reported that Cedar Township voted for a 2 year cap of \$ 250.00 for penal fine differential billings and the Library has received payment for the 2013 billing. It was noted Richmond Township voted to accept a 2 year cap of \$ 5,500 per year for differential billings and that the Pinora Township differential billing was returned to the Library due to an incorrect address, which was modified and resent. Notice was given of the Library being a recipient of a "Cloud Technology" grant, which was authorized by the Osceola County Community Foundation.

9. Old Business

None.

10. New Business

The Library Board discussed what individuals to invite to the Christmas Potluck and a sign up list is being circulated by Christine. Jacqui agreed to sponsor an ad on behalf of the library in the Reed City High School yearbook and Heather will get her information on costs so she may select the desired size accordingly. A motion was made by Mary Neal, seconded by Phil Noreen, and approved unanimously, to appoint Mary Neal as Treasurer, Deb Adsmund as Secretary, Christine Cox as President and Phil Noreen as Vice President effective for the next meeting.

11. Adjournment

The motion made by Phil Noreen, seconded by Mary Neal, to adjourn the meeting at 7:25 pm, passed unanimously. The next Board meeting will be held on Monday, December 16, 2013 at 5:30 pm in the Reed City Public Library.

Respectfully submitted,

Heather Symon
Reed City Public Library, Director
Staff appointed Reed City Public Library Board, Recorder