

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday, March 4, 2013

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

1. Call to Order

The meeting was called to order at 6:00 p.m. by Christine Cox, in the Reed City Public Library Community Room. A quorum was present.

2. Approval of Agenda

The motion made by Nadine White, seconded by Phil Noreen, to approve the agenda as amended passed unanimously.

3. Approval of Minutes

The motion made by Phil Noreen, seconded by Nadine White, to approve the Monday, December 17, 2012 minutes as amended to revise titles of those in attendance, passed unanimously. The motion was made by Nadine White, seconded by Phil Noreen, to approve the Monday, January 28th, 2013 minutes as corrected, passed unanimously.

4. Citizen's Requests/ Public Comment

Dan Massy, Economic Developer for Osceola County, discussed grant opportunities in relation to the New Building Project. He indicated that he did not view grants as a primary funding source for the New Building Project, but rather as finishing pieces. He indicated that a combination of many grants would be needed to primarily fund the project which he didn't see as viable, partly due to lack of being able to provide due recognition to many grantors and partly because potential grantors don't want to put money forth unless there is already substantial funding in place. Otherwise stated, a consideration for grantors would be how likely the project would be to move forward if they put money forth for it. Jacqui Gerould commented that she consulted the Lincoln Township Board as to where she could post fliers in that locality to help distribute library events information. She further commented that a class at Norman Elementary is doing a fundraiser on the Library's behalf and she plans on providing the school information on Spartan Label fundraisers for the Library.

5. Report from City Council Representative

None

6. Report of Finances

The motion made by Nadine White, seconded by Phil Noreen, to approve the bills as presented passed unanimously. A motion was made by Nadine White, seconded by Deb Adsmond, to approve line item transfers and budget amendments as presented passed unanimously. A motion was made by Deb Adsmond, seconded by Phil Noreen, to move \$ 300 from the City held 004.015 construction account to the separate Library Huntington account.

A. Committee Reports

New Facility Committee Report

Deb Adsmond circulated an updated tri-fold highlighting the New Library Project facts for the public and took comments for potential revisions before distribution. Heather Symon communicated recent follow up to update active Library applications with the USDA for both an equipment loan/grant and a construction loan. Deb Adsmond offered to work on the "Self evaluation regarding accessibility" and

"Transition plan for all items that hinder accessibility" forms to add to the equipment loan/grant application. Heather Symon is working on other documents/requirements to update both applications. A special meeting will be scheduled to discuss potential revision to the amount requested for the USDA construction loan as well as a potential bond issue after more information is gathered. The idea of a bond issue was discussed to potentially fund the project as primary funding through fundraising is anticipated to take a long time and primary funding through grants does not appear viable as previously noted. It was discussed that USDA loans currently have a lower interest rate than when Library applications were originally submitted. The online mechanism to accept donations on the Library web site is now functional. There is a charge of 2.9% of the donation and \$ 00.30. There will be a New Library Project Tupperware Party fundraiser at the Library on March 28, 2013. Online orders are possible, but shipping costs more. There is a \$2.00 shipping charge per order placed at the Library. Order forms and catalogs were distributed to present to the public.

Personnel and Policy Committee Report

Heather Symon will schedule a personnel committee meeting to discuss such items as the annual non-Resident fee and MichiCard participation. Amy Shank's first day as a Library Clerk was 2/25/13. There was an e-mail motion made by Kim Venema, seconded by Phil Noreen, with unanimous approval, to hire Amy, which started on 2/5/13 and ended on 2/6/13.

B. Director's Report

Heather Symon reported that MeLCat interlibrary loan service went live for the Library on 2/19/13 and the new service will be marketed as part of March is Reading Month. Other special March is Reading Month events include A "Great Start Dr. Seuss StoryHour," a gum drop guess contest, a poster design contest, Teen Movie Afternoon showing of "The Avengers," a book sale March 14th through the 18th, and a banned books display featuring books that have been frequently banned or challenged in libraries throughout history. It was noted that the Library did receive a letter from Lincoln Township indicating the Township would like to withdraw from the Library's contracting service area. It was also noted that at the next Mid-Michigan Library Advisory meeting, the issue of MMLL requiring a 3/10 mil support paragraph in township contracts for all member libraries (as related to state aid requirements) will be on the agenda.

C. Old Business

None.

D. New Business

It was noted that a question regarding township representatives making motions and seconds being acceptable was raised. Pending further investigation, only Library Board members will make motions and seconds in addition to their vote.

E. Adjournment

The meeting was adjourned at 8:05 p.m. Nadine White made the motion, Phil Noreen seconded and it was approved unanimously. The next Board meeting will be held on Monday, March 25th, 2013 at 6:00pm in the Reed City Public Library Community Room.

Respectfully submitted,

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