

**Reed City Area District Library  
Board Meeting Minutes  
Monday August 25, 2014  
RCADL Meeting Room**

**Present:**

Christine Cox, President, Reed City  
Phil Noreen, Vice President, Reed City  
Mary Neal , Treasurer, Reed City  
Bette Newell, Secretary, Lincoln Township  
Terry Blood, Richmond Township  
Jacquie Gerould, Lincoln Township  
Heather Symon, Library Director

**Absent:**

Edie Betzing, Richmond Township  
Open, Green Charter Township Liaison  
Open, Cedar Township Liaison  
Open, Hersey Township Liaison

**Visitors:**

Tom Burnosky  
Barb Westerburg, City Treasurer

**1. Call to Order**

The meeting was called to order at 6 pm by Christine Cox. A quorum was present.

**2. Approval of Agenda**

The motion was made by Mary Neal and seconded by Phil Noreen to approve the agenda as corrected. It passed unanimously.

**3. Approval of Minutes**

A motion was made by Terry Blood and seconded by Mary Neal to approve the minutes as presented for the regular meeting of 7/28/2014 and special meeting of 8/11/2014. It passed unanimously.

#### **4. Citizen's request/public comment**

Heather shared a card sent by patrons to encourage the board and a note of confidence from another patron.

#### **5. Finance Report**

a. Mary Neal reported that the grand total for bills this month is \$3,700.29.

A motion was made by Phil Noreen and seconded by Jacquie Gerould to approve the bills as presented. It passed unanimously.

b. Barb Westerburg, City Treasurer, reported to us on our revenues, expenditures, budget and assets. She reported our 2014/2015 Fiscal Year Budget is underfunded and suggested an amendment to rectify this. Phil Noreen made a motion, seconded by Terry Blood to amend the 2014/2015 Fiscal Year Budget by decreasing the line item for legal fees in construction by \$15,000, line 971-901-802.000. Accordingly, funds budgeted from the construction reserve, line 971-690.200, were reduced by \$ 15,000 for the 2014/2015 Fiscal Year. A portion of the previously budgeted legal fees was expensed in the 2013/2014 Fiscal year.

A roll call vote was taken: Yeas: Mary Neal, Phil Noreen, Jacquie Gerould, Christine Cox, Terry Blood, Bette Newell. Nos: None. It passed unanimously.

c. Heather reported that of June 30, 2014 the assets of the RCADL in the OCCF fund are \$12,587.50. This is a quarterly report.

d. Mary Neal reported that \$111.75 was collected from the piggy banks this month.

#### **6. Committee Reports**

none

#### **7. Director's Report**

a. Heather reported speaking with Ron Marek of the Reed City Rotary and their interest in sharing a book about community spirit and utilizing the library to help with distribution and discussion. Heather reported they are also interested in promoting literacy in general, perhaps through sponsoring Summer Reading and/or purchasing computers for computer literacy per Heather's suggestion.

b. Heather asked for volunteers to prepare old books for recycling and Jacquie volunteered herself and her husband.

c. Heather reported that news reports about the upcoming November

election appeared in the Osceola Herald News, Pioneer, online Marian Press newspapers and 7 & 4 News.

d. Heather suggested that to save money we remain closed on Saturday as in the summer. After discussion it was decided to be open on Saturdays and reassess at the November meeting as related to the Budget. There was discussion on how to promote library services, in relation to Saturday traffic.

## **8. Old Business**

none

## **9. New Business**

a. Mary Neal says she will make a fact sheet for the November millage.

b. Phil Noreen made a motion, seconded by Terry Blood to authorize the library to purchase equipment up to \$2,500 out of construction fund money in order to acquire an additional \$7,500 grant money from the USDA . Heather will verify that reimbursement from the USDA, if applicable for money fronted by the Library, would be reimbursed within a year. Also, the list of equipment would be selected by director and approved by Valarie Handy of the USDA before purchase. Heather Symon, Director will have the authority to revise and execute all paper work required. A roll call vote was taken. Yeas: Mary Neal, Phil Noreen, Jacquie Gerould, Christine Cox, Terry Blood, Bette Newell. No: none It passed unanimously.

c. Heather reported that our application for the Chemical Bank Foundation Grant for construction/renovation was declined.

## **10. Adjournment**

A motion was made by Terry Blood and seconded by Mary Neal to adjourn the meeting. Meeting was adjourned at 8:18 pm.

**The next regular meeting of the RCADL will be held on September 29, 2014 at 6 pm in the RCADL community room.**

Respectfully submitted,

Bette Newell  
Board Secretary

Approved Monday, September 29, 2014