

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday, December 17, 2012

Members Present:

- Heather Symon – Library Director (ex-officio)
- Jen Thorson – Assistant Library Director
- David Bisbee- **City Council Representative**
- Christine Cox- Board Member, Vice President
- Judy Knuttila – **Board Member, Secretary**
- Kim Venema-**Hersey Township Representative**
- Phil Noreen - **Board Member**
- Open, Green Township Representative
- Barb Schneider – **Cedar Township Representative**
- Jacquie Gerould –**Lincoln Township Representative**
- Nadine White – **Board Member, Treasurer**
- Juanita Ripley-**Board Member, President**
- Jane Keebler - **Pinora Township Representative**
- Open, Richmond Township Representative
- Deb Adsmond-**Visitor**

1. Call to Order

The meeting was called to order at 5:40 p.m. by Christine, the Board Vice President, in the Reed City Public Library Community Room. A quorum was present.

2. Approval of Agenda

Motion made by Barb, seconded by Phil to approve the agenda as amended. #6 Finance Report to be moved to the end of the agenda. Motion was approved by all and motion was carried.

3. Approval of Previous Minutes & other meetings, if applicable (11/12) Motion was made by Judy and seconded by Nadine to accept and approve the minutes of November 26, 2012 as presented. Motion so made was approved by all members.

4. Citizen's requests/Public Comment-None

5. Report from City Council Representative – David

Tonight's City Council meeting will involve selecting an Interim City Manager and continue to focus on pursuing a permanent City Manager. Hopefully this position will be filled by April-May 2013. The street project is done.

6. Committee Reports

A. New Facility Committee Report

1. Fundraising-Reminder-Wine Tasting-Auction raised \$2,207 which included ticket sales and auction sales. The RCPL costs were \$390. Barb and Nadine tied for the top ticket. Thank you to all the volunteers who participated and those who donated items for the auction and also to those who attended the popular and fun event. Judy will send a thank you note to the Moose for their support.
2. The Board members signed a card thanking Phil Potvin for his continued support of the RCPL by attending the Wine Tasting Silent Auction each year.
3. Next fundraiser is the Jingle Bell Walk on Thursday January 24th, 2013 at the Reed City High School at 6-8:00pm. You can sponsor a walker, be a sponsored walker or drop in the night of the event. Come and join the fun, get healthy while supporting a really good cause! The first year the event was held raised approximately \$1400 and the second year raised \$600.

Approved Monday, January 28, 2013

Amended and approved, March 4, 2013

4. The sign at the New Facility is completed and is currently being used to thank the donors and sponsors.

B. Personnel Committee Report & Policy-None

7. Director's Report-Heather

The RCPL has received full payment of penal fines from Lincoln Township.

A grant from the Osceola County Community Foundation (OCCF) has provided large print books. Grant audiobooks will be next, followed by Kindles. The grant applied for renovation of the New Facility has been denied by the OCCF.

Weeding project continues and is about three quarters done. This is in preparation of MelCat. MelCat training is to be scheduled for 1/2013 and Jen and Heather will be attending. Expected implementation of MelCat at RCPL will be in February.

The RCPL will be closed for the holidays 12/24-25/2012 and also 12/31/2012 and 1/1/2013.

8. Old Business

- A. Voting on new RCPL Board Members took place. New positions for the RCPL board are as follows: President-Christine Cox, Vice President-Phil Noreen, Staff Appointed Minutes Recorder-Heather Symon, Treasurer-Nadine White, Secretary-Judy Knuttila.
- B. A roll call vote was made of all appointees and all selected members confirmed the desire to serve in the elected positions. A motion was made by Barb, seconded by Nadine to approve the new RCPL Board member as presented. The motion was carried.

9. New Business

- A. Motion made by Phil, seconded by Nadine to approve the 2013 RCPL Board meeting Schedule as presented. All members in favor of motion and motion carried.
- B. Jane Keebler, Board Member and Pinora Township Representative informed the Board that she will be submitting her resignation. She will be unable to fulfill this position due to a new job position with hours not conducive to being able to attend RCPL Board meetings.
- C. The Board also wishes to thank Juanita Ripley for all her assistance and work on the RCPL Board. She stepped into the position of President when Christine Cox fell ill and has done a marvelous job. Juanita is leaving the RCPL Board to spend more time with her family and other commitments.
- D. The RCPL welcomes our newest Board member and City Representative Deb Adsmond.

10. Finance Report

Nadine reviewed the bills and all seemed in order. Total monthly expenses for the Library were \$1,870.73. New Facility monthly expenses were \$387.40. This amount was higher due to expenses incurred with the Wine Tasting event at the Moose. Grand total expenses were \$2,258.13. Nadine made the motion to accept the finances as presented, and Judy seconded the motion. All members in approval and motion passed.

11. Adjournment

The meeting was adjourned at 6:13 pm by a motion made by Phil, and seconded by Nadine. The motion was approved by all members.

The next Board Meeting will be held on Monday January 28, 2013 at 6:00 PM in the Reed City Public Library Community Room.

Respectfully submitted,

Judy Knuttila/HS

Reed City Public Library Board, Secretary/Library Director

Approved Monday, January 28, 2013

Amended and approved, March 4, 2013