

**Reed City Area District Library
Organizational Workshop Meeting
November 10, 2014**

Members present:

Christine Cox, President Reed City
Phil Noreen, Vice President Reed City
Mary Neal, Treasurer Reed City
Bette Newell, Secretary Lincoln Township
Edie Betzing, Richmond Township
Terry Blood, Richmond Township
Heather Bassett, Library Director

Members absent:

Green Township liaison (open)
Hersey Township liaison (open)
Cedar Township liaison (open)

Guests present:

Tom Burnosky
David Bisbee

1. Call to order

- a. The meeting was called to order by Christine Cox at 6 pm.

2. Approval of agenda

- a. Christine added a (d) under item 3 on agenda concerning computer training.
- b. The agenda was accepted with this correction by general approval, no vote was taken...

3. Immediate concerns

- a. Financial Management (DLA pg. B-2 and B-3 (Bylaws Article IV 4.5)
A discussion ensued concerning the fact that the library will have to begin being responsible for its bill paying and payroll etc, which is currently being done by Barb Westerburg, City Treasurer. Options covered ~~where~~WERE asking the city to continue doing them with some compensation from us, hiring Barb to do them on her own time, hiring an outside accountant, or even having our treasurer do this. It was decided to ask Barb if she would be interested in doing this or suggestions she would have as our first step. David Bisbee will talk with Barb about this tonight at the City Council Meeting. Mary also has a person that is an accountant that might be interested in doing this job for the library on a volunteer basis. She will check with that person.
- b. New Building Renovation Project
 - i. Building Transfer (DLA pg C-1 & C-2 item 4)
Heather will talk with Paul Olson concerning insurance for the new

building The building will be transferred to the RCADL by December 31, 2014, UNLESS RCADL REQUESTS FUTURE DATE PER THE DISTRICT LIBRARY AGREEMENT.

ii.

Liability Insurance – Volunteer Labor

Heather will talk with Paul Olson about liability insurance for

volunteer labor on the new building.

iii

Removing sale items from building -set clearance sale date.

A

day for giving away books and sundry items at the new building

will be held on November 22 from 10-2. This will be advertised as a thank you to the community. Quarter sheets will be distributed as advertising in Vic's bags.

iv.

Research Special Election Requirements/Cost

Mary will find out how much a special election would cost if we

decide to go for a special election to try to pass a bond issue.

v. Next

steps for renovation- brainstorm

a. David will talk with Paul Griffith about SHARING HIS EXPERIENCE WITH THE BOARD ON a possible sale/lease back on the new building.

b.

The possibility of using some of the operating millage money for renovations was discussed.

c.

The possibility of renovating the new building in stages was discussed.

d.

Pros and cons of using a project manager was discussed.

c. Set

Finance Committee Meeting date

a-i.

Phil, Mary, Christine are currently on the finance committee. Bette and

Edie

will also attend. It will be held on Wed Nov 19 from 4-6.

Christine will do a computer training on Wed. Nov 12 from 2-4 for interested
and staff. d.
board

4. Adjournment

Meeting was adjourned at 7:20.

Respectfully submitted,

Bette Newell
RCADL secretary

**The next regular board meeting will be Monday, November 24, 2014 at 6:00 pm in
the Reed City Area District Library Community Room**