

Reed City Area District Library Board Meeting
Board Minutes
Monday, May 23, 2016; 6 p.m.
RCADL Community Room

Present:

Mary Neal, Treasurer, Reed City
Bette Newell, Secretary, Lincoln Township
Twila Betzing, Lincoln Township
Terry Blood, Richmond Township
Tom Burnosky, Richmond Township
Annette Butler, Green Township Liaison
Bob Duke, Hersey Township Liaison
David Bisbee, Reed City City Council
Maureen Watson, Fundraising Committee
Heather Symon Bassett, Director

Absent:

Christine Cox, President, Reed City
Phil Noreen, Vice President, Reed City

1. Call to Order

The meeting was called to order by Treasurer Mary Neal at 6:04 p.m.

2. Approval of Agenda

A motion was made by Tom Burnosky and seconded by Terry Blood to approve the agenda as presented. It passed.

3. Approval of Minutes

A motion was made by Tom Burnosky and seconded by Terry Blood to accept the the minutes of the finance committee of 5/5/16 and 5/19/16 in to record. It passed. A motion was made by Tom Burnosky and seconded by Terry Blood to accept the minutes of 5/9/16 as presented. It passed.

4. Citizen's requests/Public Comment

David Bisbee reported on the status of the purchase of the bathroom fixture he is purchasing.

5. Finance Report

A. A motion was made by Twila Betzing and seconded by Bette Newell to accept the bills as presented by Mary Neal. It passed. The grand total of the bills was \$3,668.00.

B. Mary reported that the account totals are as follows. Construction Fund is \$291,206.70. Operation account total is \$192,099.66.

6. Committee Reports

- A. Finance Committee :
Budget to be discussed under New Business.
 - B. Director's Evaluation Committee
None
 - C. Personnel and Policy Committee
Updated job descriptions to be discussed at a later meeting.
 - D. New Facility Committee
 - i. May 31, 2016 is the date set for moving the shelving to Gondek's to be painted, using a rental truck and corrections help.
 - ii. June 2, 2016 is the date chosen at this time for moving the majority of the books. Heather will be receiving estimates from moving companies for how much the move will cost.
 - iii. Heather will make the choice of phone service that is most beneficial to the library.
 - iv. Approval was given by the board for Bette Newell to mail out fundraising letters.
 - v. It was decided that Heather will hire someone to mow the lawn at 829 S. Chestnut.
7. Director's Report (See Attached)
- A. Heather noted that staff will be working 8 hour days beginning on May 26th.
 - B. Heather requested that the library close at 3 p.m. on Friday June 24, 2016 to accommodate the Kickoff for the SRP. There was no opposition.
8. Old Business
None
9. New Business
- A. Bob Duke will compile a projector program featuring the donations that have been given for the renovation.
 - B. Bette Newell will write thank you notes to donors as she receives the information from Heather.
 - C. David Bisbee will work on a press release for the Grand Opening.
 - D. **THE BUDGET WAS REVIEWED AND NO PUBLIC CONCERNS WERE RAISED. A RESOLUTION TO ADOPT JULY 1, 2016 THROUGH JUNE 30, 2017 BUDGET** was made by Twila Betzing and seconded by Terry Blood. A roll call vote was taken. Yeas: Terry Blood, Bette Newell, Tom Burnosky, Twila Betzing, Mary Neal. Nays: None Absent: Christine Cox, Phil Noreen.
 - E. It was decided to revisit the budget in September to look at each line item in light of our economic state.
10. Adjournment
A motion was made by Terry Blood and seconded by Bette Newell to adjourn the meeting. It passed. Meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Bette Newell

Bette Newell, RCADL Secretary

Next Meeting of the RCADL to be held on June 27, 2016 at 6 p.m. in the RCADL Community Room at the 829 S. Chestnut location.

Approved June 27, 2016