

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday, October 24, 2011

Members Present: ___ Christine Cox
 ___ Judy Knuttila
 ___ Phil Noreen
 ___ Juanita Ripley
 ___ Nadine White
City Council Representative: ___ David Bisbee
Township Representatives: ___ Barb Schneider, Cedar Township
 ___ Sarah Potts, Green Township
 ___ Kathy Menezes, Hersey Township
 ___ Sandy Gingrich, Lincoln Township
 ___ Jane Keebler, Pinora Township
 ___ Wuanita Kampmueller, Richmond Township VISITOR
Library Director (ex-officio): ___ Heather Symon
Assistant Library Director ___ Jen Thorson

1. Call to Order

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

2. Approval of Agenda

The motion made by _____, seconded by _____, to approve the agenda passed unanimously.

3. Approval of Minutes

The motion made by _____, seconded by _____, to approve the Monday, _____, 2010 minutes as read passed unanimously.

4. Citizen's Requests/ Public Comment

5. Report from City Council Representative

6. Report of Finances

Approval of Bills

The motion made by _____, seconded by _____, to approve the bills as presented passed unanimously. An order for Overstock.com in the amount of \$25.94 approved in September has been cancelled, Heather will notify Barb.

Finance Update

The Treasurer's report showed a balance on hand of \$_____. The report was filed for audit.

7. Committee Reports

New Facility Committee Report

Christine reported on a meeting with Attorney Brian Rice regarding a 'Due Care Plan' for the new facility.

Personnel and Policy Committee Report

[Sarah report on PTO revisions](#)

8. Director's Report

- a. Interviews for clerk position anticipated 1st week of November; Motion needed to accept new Library Clerk Position Description?
- b. Reminder-Mec. Co. Match Day Nov. 3rd 11-7 @ Big Rapids Holiday Inn
- c. Updates on township responses for District Exploratory Committee
- d. Spec Tec Computers now Right Click Computers; may renegotiate IT services. Computers delivered to Spec Tec; upgrading 2 old towers for e-mail/2nd catalog computer.
- e. Mrs. Wayberg's class now alternating Fridays with Mrs. Nettleman's class

9. Old Business

Do we want to secure lawyer to explore district possibility

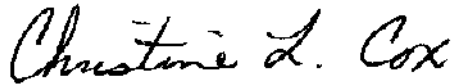
10. New Business

- a. Election of new officers (November)

11. Adjournment

The meeting was adjourned at _:__ p.m. The next Board meeting will be held on Monday, November 28, 2011 at 6:00pm in the Reed City Public Library Community Room.

Respectfully submitted,



Christine L. Cox
Reed City Public Library Board, Vice President