

REED CITY PUBLIC LIBRARY  
Minutes of the Board Meeting  
Monday, September 30, 2013

Members Present:  Christine Cox, President  
 Mary Neal, Secretary  
 Phil Noreen, Vice President  
 Deb Adsmond, Trustee  
 Open, Treasurer  
City Council Representative:  David Bisbee  
Township Representatives:  Barb Schneider, Cedar Township  
 Char Oden, Green Charter Township  
 Kim Venema, Hersey Township  
 Jacqui Gerould, Lincoln Township  
 Kay Lux, Pinora Township  
 Linda Stieg, Richmond Township  
Library Director (ex-officio):  Heather Symon  
Assistant Library Director  Jen Thorson  
Visitors: Sonia Peters, Lincoln Township

**1. Call to Order**

The meeting was called to order at 6:02 by Christine Cox, the President, in the Reed City Public Library Community Room. A quorum was present.

**2. Approval of Agenda**

The motion made by Mary Neal, seconded by Phil Noreen, to approve the agenda as amended, passed unanimously.

**3. Approval of Minutes**

The motion made by Phil Noreen, seconded by Mary Neal, to approve the Monday, August 26, 2013, minutes as presented passed unanimously.

**4. Citizen's Requests/ Public Comment**

None.

**5. Report from City Council Representative**

David Bisbee reported that the City declared the Osceola Inn a nuisance, that it will be demolished and the space later used by Yoplait. He noted that a used fire truck will likely be donated to the City of Reed City from the Department of Natural Resources. Further, it was indicated that ISO would assess the City of Reed City's fire service, which may result in lower insurance rates for individuals. David reported that the City appointed both David Bisbee and Mary Neal as City representatives on the District Library Committee. The City of Reed City also authorized \$ 1,000 in support of a public education channel, which may later televise some community events.

**6. Report of Finances**

The motion made by Mary Neal, seconded by Deb Adsmond, to approve the bills as corrected, passed unanimously. The sub-total for operations was \$ 5,316.18, \$ 13.53 for New Facility, for a bills grand total of \$ 5,329.71. A motion was made by Phil Noreen, seconded by Deb Adsmond, and approved unanimously, to authorize a 2% cost of living increase for staff effective with the 2013/2014 Fiscal Year Budget beginning July 1, 2013. A motion was made by Phil Noreen, seconded by Mary Neal and approved unanimously, to increase the per side rate of black and white copies from \$.10 to \$.20 as related to a previous recommendation for the 2013/2014 Fiscal Year budget. It was discussed that new copiers and/or plans should be investigated starting in the fall. The new copy rate will be in effect for a trial period October through December 2013. It was noted that the balance indicated on the July 29, 2013 endowment fund with the Osceola County Community Foundation was \$ 10,613.64. As the balance reached over \$ 10,000 in less than five years, the Library will be able to permanently keep and draw from funds associated with that account.

**7. Committee Reports**

**New Facility Committee Report**

A summary of the September 26, 2013, District Exploratory Committee meeting was provided by David Bisbee and Mary Neal. It was reported that considerable progress was made with respect to making six key decisions for a district library agreement. Also, Attorney Richard W. Butler, of Bloom Sluggett Morgan, presented on the district library process at that meeting and it was indicated that he would

begin a draft of an agreement. The next District Library Exploratory Committee Meeting will occur Wednesday, October 9, 2013, at 7:00 pm. David Bisbee noted that most contracting townships had issued letters of support for the Competitive Grant Assistance Program. He further noted the grant application would be due December 31, 2013.

**Personnel and Policy Committee Report**

None.

**8. Director's Report**

It was reported that Sherry Kirch's family selected RCPL as one of the organizations to receive memorial donations in Sherry's name. Heather will send a thank you to the Kirch family. It was noted that Rocket Languages and Freading e-books (Library Ideas LLC) services with RCPL were established on 9/23/13 with more robust marketing of the new services to follow. Both are on a two-year term and were funded by an Osceola County Community Foundation grant. Pending availability Barb Schneider offered to hand out candy at the Library during the citywide Trick-Or-Treat 5-7 pm on 10/31/13. A motion was made by Phil Noreen, seconded by Deb Adsmund, and approved unanimously, to close at 4 pm on 10/31/13 to prepare for the Trick-Or-Treat. David Bisbee and Mary Neal both offered to donate \$ 35 to place a \$ 70 ad for the Library in the 2013 playbills for the Crossroads Theater Guild. Heather Symon indicated that a grant would be submitted to the Osceola County Community Foundation on or before 10/1/13 for "cloud" technology data storage, which would be facilitated by Nugen Systems Inc. Heather also indicated RCPL is participating in the 2013 Great Michigan Read and what some related events might be. It was noted that the Jingle Bell Walk New Library Project Fundraiser will be moved up to December from January and the WineTasting and Silent Auction will be moved from December to February.

**9. Old Business**

None.

**10. New Business**

It was noted that Nadine White submitted her resignation to the Library Board effective September 19, 2013.

**11. Adjournment**

The motion made by Mary Neal, seconded by Phil Noreen, to adjourn the meeting at 7:30 pm, passed unanimously. The next Board meeting will be held on Monday, October 28, 2013 at 6:00 pm in the Reed City Public Library Community Room.

Respectfully submitted,

Heather Symon  
Reed City Public Library, Director  
Staff appointed Reed City Public Library Board, Recorder