

Reed City Area District Library Board Meeting  
August 28, 2017; 6 p.m.  
RCADL Community Room  
829 S. Chestnut St. Reed City, MI 49677

Present:

Phil Noreen, President, Reed City  
Lyndsey Eccles, Treasurer, Reed City  
Bette Newell, Secretary, Lincoln Township  
Terry Blood, Richmond Township  
Twila Betzing, Lincoln Township  
Bob Duke, Hersey Township Liaison  
Tom Burnosky, Director  
David Bisbee, Citizen

Absent:

Mary Neal, Green Township Liaison  
Richmond Township Trustee (open)  
Cedar Township Liaison (open)

1. Call to order and attendance

The meeting was called to order by Phil Noreen at 6 p.m. A quorum was present. Attendance was noted by Bette Newell.

2. Approval of Agenda

A motion was made by Twila Betzing and seconded by Terry Blood to approve the agenda as amended. It passed.

3. Approval of Consent Agenda

The consent agenda is suspended and action is taken on the separate items of consent agenda.

A. A motion was made by Terry Blood and seconded by Twila Betzing to approve the minutes as amended. It passed.

B. A motion was made by Terry Blood and seconded by Twila Betzing to approve the bills as presented with the addition of a bill for mileage submitted by Tom for his conference in Belaire, MI.

David Bisbee suggested that meeting minutes and meeting times should be posted on our website.

4. Citizen's requests/Public Comment

Tom reported that \$385 was received from gifts given in memory of Betty and Doug Vanderhoof. The board decided to use the money to purchase large print books for the library.

5. Standing Committee Reports

A. Budget and Finance Committee-None

- B. Personnel and Policy Committee-None
- C. Strategic Planning Committee-None
- D. Directors Evaluation committee-None
- E. Executive Committee-None

6. Director's Report

- A. See Attached. (Review of Metrics)
- B. Tom reported that Summer Reading Program was very successful with a total of 152 registrants. The board extends a hearty thanks and acknowledgement of organizing and executing the Summer Reading Program to Jenn Thorsen. Great Job Jenn!
- C. Tom reported that the library audit is scheduled for September 18, 2017
- D. Tom requested permission from the board to attend The Michigan Libraries Public Innovators Lab Grant Opportunity from November 7-9 in Lansing, MI. He will pursue finding another individual to attend and submit an application with the board's approval.

7. Ongoing Business

- A. Tom reported that after talking with our insurance agent, mold and mildew damage caused by an accident would be covered. A motion was made by Terry Blood and seconded by Twila Betzing to purchase terrorism coverage on our insurance for \$54. A roll call vote was taken. Yeas: Twila Betzing, Phil Noreen, Terry Blood, Lyndsey Eccles, Bette Newell. Nays: None. It passed.
- B. Tom's 6 month review will be done at the October 2017 meeting.

8. New Business

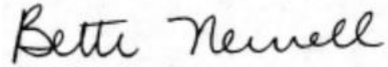
- A. A suggestion made by LOSB to put some of our money into a CD for extra earnings was discussed. Lyndsey will pursue this idea and find out about rates, etc.
- B. The Finance Committee will have a meeting on September 20, 2017 at 6 p.m.
- C. A motion was made by Lyndsey Eccles and seconded by Terry Blood to purchase a 16 port 10/100/100 switch and Dual LAN firewall plus 5 hours labor which will include labor to hook up the people counter, from A2Z Computer Technologies for \$1,096.87. A roll call vote was taken. Yeas: Lyndsey Eccles, Bette Newell, Twila Betzing, Phil Noreen, Terry Blood. Nays: None. It passed.
- D. A motion was made by Terry Blood and seconded by Bette Newell to purchase Deep Freeze STD NA Version Upgrade 10+ plus Deep Freeze STD NA Maintenance Renewel 3 yr 10+ for \$390. A roll call vote was taken. Yeas: Terry Blood, Lyndsey Eccles, Bette Newell, Twila Betzing, Phil Noreen. Nays: None. It passed.
- D. A motion was made by Bette Newell and seconded by Lyndsey Eccles to adopt and submit form I-4029 to Osceola Clerk for 2017 tax rate request, and whereas the Library Director has obtained updated value of all units per Osceola County equalization, he will submit L-4029 to Osceola County with copy to

Equalization and to Reed City, Richmond Township, and Lincoln Township clerks with receipt verified. It passed.

9. Adjournment

A motion was made by Terry Blood and seconded by Twila Betzing to adjourn the meeting. It passed. Meeting adjourned at 7:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Bette Newell".

Bette Newell, Secretary RDACL

next meeting of the RCADL to be held on September 25, 2017 at 6 p.m. in the RCADL Community Room.