

Reed City Area District Library Board Meeting
April 23, 2018; 5:30 p.m.
RCADL Community Room
829 S. Chestnut St., Reed City, MI 49677

Present:

Lyndsey Eccles, President, Reed City
Terry Blood, Vice President, Richmond Township
Bette Newell, Secretary, Lincoln Township
Phil Noreen, Reed City
Mary Neal, Green Township Liaison
Tom Burnosky, Director
Melissa Tonn, Citizen

Absent:

Cecile Slywka, Richmond Township
Lincoln Township Trustee, Open
Hersey Township Liaison, Open
Cedar Township Liaison, Open

1. Call to order and attendance

The meeting was called to order by Lyndsey Eccles at 5:34 p.m. A quorum was present. Attendance was noted by Bette Newell.

2. Approval of Consent Agenda

A. A motion was made by Phil Noreen and seconded by Terry Blood to accept the consent agenda consisting of March 26, 2018 minutes and the approval of the bills and financial statements. It passed.

3. Citizen's requests/Public Comment

Melissa Tonn states that the library is one of her family's favorite places!

4. Standing Committee Reports

- A. Budget and Finance, A meeting is set for May 9 at 5:30 p.m.
- B. HR committee did not meet.
- C. Strategic Planning, They did meet and discussed the guidelines of QSAC and divided up the different areas for completion by members of the committee. They will meet again on May 8, 2018 at 5:30 p.m.

5. Director's Report

- A. Tom reviewed the March Programs and metrics. See Attached.
Tom presented the anonymous donation of \$10,000 for computer area furnishings, \$100 from Cecile Slywka in memory of Walter Luecke, Director of food service from Ferris and a grant from Cargill for \$3,805 for a pop up maker space. A motion was made by Phil Noreen and seconded by Terry Blood to accept with great appreciation the above donations and grants. It passed.
Bette will send notes of thanks and appreciation to the givers.
- B. Tom reported he is working on the budget. He is working on the possibility of getting ebooks in to the budget. QSAC also requires a line for capital improvements which may also be added.

C. Tom has not deployed survey but hopes to do this soon. Tom reported that last Monday Julie Grove resigned abruptly. In so doing she did not follow policy, which includes a requirement to provide a written reason for resigning, which she did not do. It appears according to policy that Julie is qualified for 20 hours of PTO . A motion was made by Phil Noreen and seconded by Bette Newell to pay \$212.75 to Julie for this PTO. A roll call vote was taken. Yeas: Terry Blood, Phil Noreen, Lyndsey Eccles, Bette Newell. Nays: None It passed. It was agreed by the Board that Julie would not be qualified to receive unemployment, according to policy. Tom reported that Julie's hours will be filled by Jenn working some extra hours and Cindy McCain, our volunteer, picking up some paid working hours. The school is working on a coop position for the coming school year beginning in July. Mary Neal remarked that young workers need to fill out a work permit.

Tom reminded the Board that policy states that 3 absences are acceptable per year for trustees. He also requested that someone oversee his payroll duties as a safety measure for him and the Board. Lyndsey stated that she is willing to do this, as Cecile is out of town.

6. Ongoing Business

Phil reported that the sign he may be able to get donated looks good but he still needs to find out if the electric works.

7. New Business

A Public Budget Hearing will be held May 21, 2018 at 6 p.m. Regular meeting to begin at 6:30 p.m.

8. Adjournment

A Motion was made by Phil Noreen and seconded by Terry Blood to adjourn the meeting. It passed. Meeting adjourned at 6:38 p.m.

Respectfully submitted,



Bette Newell, Secretary, RCADL

Next Meeting to be held on May 21, 2018 at 6 p.m. in the RCADL Community Room.