

Richland Community Library Board Minutes January 20, 2010

Members Present: Cynthia Berg, Chris Cupper, Jill Gould, Judy Hobson, Raenell Kent, (left at 8:30) Patrice Mindock, Larry Williams

Members Absent: None

Others Present: Kay LaPierre, Marsha Drouin

Call to order: President Mindock called the meeting to order at 7:03 PM.

Public Comment: None

Guests: Pat Crane, Brenda Lauer

Review minutes of November 18, 2009: Minutes from the previous meeting were approved as presented. (Williams/Gould)

Friends of the Library Report: Officers for the coming year include: Pat Crane, President, Vice-President, Victoria Boyer, Secretary Virginia Mejeur, Treasurer, Brenda Lauer. Barb Blondia will chair programming.

Financial Report: Our annual report from Seigfried Crandall was received. Financial aspects of our library were found to be in good order. It was moved to approve disbursements for November and December. (Williams/Kent) The motion was approved.

Director's Report: Wassailing was a tremendous success again this year. Cleaning services are being handled by Rosie St. Clair as of January 1st. The Director met with the Policy Committee to address employee benefits and the external door policy. The 2009 Michigan State Aid Report was prepared and submitted. Work will continue coordinating vendors for the new circulation desk. New external door keys should be in place by mid-February.

Committee Reports:

- a. **Facilities:** Carpeting for the circulation desk was discussed. Bids from Migala and Howland Floor Covering were received. Installation of the carpeting is projected for April.
- b. **Policy:** The new external key policy and amended employee benefits policy were presented. There was a motion to approve the new external key policy (Williams/Mindock). The motion passed. There was a motion to approve the amended employee benefits policy (Kent/Hobson). The motion was approved.

c. Other committees: None

Old Business:

a. Endowment Fund: The Finance Committee will meet to consider alternatives. A motion was made to table the endowment investment pending (Williams/Cupper) further investigation. The motion was approved.

b. Adoption of BASIC Resolution: A motion was made to approve the BASIC resolution. A roll call vote was taken and the motion passed unanimously.

c. Other Old Business: None

New Business:

a. Carpet Purchase: A motion was made to approve the carpeting bid from Howland Floor Covering at a cost up to \$3621.81 (Berg/Hobson). The motion passed.

b. Employee Benefit Policy Amendment: See above

c. External Key Policy Adoption: See above

d. Approve FY2009-10 Budget Amendments for public presentation: A motion was made to approve the amended budget for public presentation (Williams/Berg). The motion was approved.

e. Other New Business: Replacement of the circulation desk computer in the Children's Dept. has become necessary. A bid for the replacement been received from CTS.

Adjournment: There being no further business before the Board, the meeting was adjourned at 8:52 PM. (Mindock/Gould) The next Board meeting will be held Wednesday, February 17, 2010.

Respectfully submitted:

Chris Cupper, Secretary

Patrice Mindock, President