

Reed City Area District Library Board Meeting
Joint New Facility Meeting
Monday, June 29, 2015; 6 p.m.
RCADL Community Room

Present:

Christine Cox, President, Reed City
Phil Noreen, Vice President, Reed City
Mary Neal, Treasurer, Reed City
Bette Newell, Secretary, Lincoln Township
Edie Betzing, Richmond Township
Twila Betzing, Lincoln Township
Terry Blood, Richmond Township
Bob Duke, Hersey Township Liaison
Tom Burnosky, New Facility Committee
David Bisbee, Reed City City Council
Heather Symon Bassett, Library Director
Dean DeKryger, DK Design
Dennis Meekhof, DK Design

Absent:

Green Township Liaison, open
Cedar Township Liaison, open

1. Call to Order

The meeting was called to order by Christine Cox at 6:05 p.m. A quorum was present.

2. Approval of Agenda

A motion was made by Mary Neal and seconded by Edie Betzing to approve the agenda with additions. It passed.

3. Approval of previous minutes

A motion was made by Phil Noreen and seconded by Terry Blood to approve the minutes of Board meeting of 5/18/2015 as presented and to approve the minutes of Special Board meeting of 6/11/2015 as presented and New Facility Committee meeting as of 5/14/2015 as corrected. It passed.

4. Citizen's Requests/Public Comment

None.

5. Finance Report

A. Approval of Bills

A motion was made by Edie Betzing and seconded by Phil Noreen to approve the bills as presented. It passed. The subtotal for the regular bills was \$5,258.56 and the New Facility bills subtotal was \$6,402.08. The

total for the bills was \$11,660.64.

- B. A motion was made by Edie Betzing and seconded by Phil Noreen to hire Vredeveld Haefner LLC as auditors. A roll call vote was taken. Yeas: Christine Cox, Terry Blood, Mary Neal, Twila Betzing, Edie Betzing, Phil Noreen, Bette Newell. Nays: None. It passed.
- C. A motion was made by Mary Neal and seconded by Phil Noreen to accept the resolution for authorization of a construction fund account at Lake Osceola State Bank. A roll call vote was taken. Yeas: Christine Cox, Terry Blood, Mary Neal, Twila Betzing, Edie Betzing, Phil Noreen, Bette Newell. Nays: None. It passed.
- D. A motion was made by Edie Betzing and seconded by Terry Blood to approve end of fiscal year budget amendments, as applicable, including construction. It passed.
- E. Heather Symon Bassett reported that the OCCF Fund Balance is \$12,487.37 as of March 31, 2015.
- F. Mary Neal reported that we have \$38,432.05 in our LOSB account as of May 31, 2015.
- G. A motion was made by Twila Betzing and seconded by Phil Noreen to hire Crossroads Business Services LLC to take care of the RCADL's book-keeping needs. A roll call vote was taken. Yeas: Christine Cox, Terry Blood, Mary Neal, Twila Betzing, Edie Betzing, Phil Noreen, Bette Newell. Nays: None. It passed.

6. Committee Reports

A. New Facility Committee

1. Dean DeKryger and Dennis Meekhof from DK Design presented updates and plans for the New Facility at 829 South Chestnut.
2. Bette Newell gave an update on the Garden Tour Fundraiser.
3. Christine Cox gave an update on the Garage Sale Fundraiser.
4. Christine Cox reported that AKT Peerless were working at the 829 Chestnut location today doing borings. Results should be ready by July 9, 2015.

B. Finance Committee

No report.

C. Director's Evaluation Committee

Tom Burnosky reported that he is working on it and will have it ready on Survey Monkey by July 7, 2015, and due back by July 17, 2015.

D. Personnel and Policy Committee

A motion was made by Edie Betzing and seconded by Phil Noreen to approve the FOIA policy and procedures including an itemization form and a summary of FOIA policy and procedures authorizing a \$0.10 per page copy cost. Included in the motion was to also approve the capital asset and unclaimed property policy. It passed.

7. Director's Report

Heather Symon Bassett reported that she has been doing some research on the 501(c)(3) topic but it has been tabled for right now in view of more pressing issues.

Heather reported that circulation and income are both down slightly for this time last year, but yearly circulation will come out close to the same.

Heather reported that approximately 60 children turned out for the Summer Reading Program kickoff.

8. Old Business

None.

9. New Business

A. The motion made May 18, 2015 for conveyance of the 829 S. Chestnut property needs to be sent to the City Council. Christine will do this.

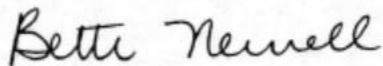
B. Christine reported that the City will pay \$50, and Jim White will donate \$50 toward the fee for the Warrantee Deed. The RCADL's insurance agent will donate \$50 toward the New Library Project as well.

C. A motion was made by Mary Neal and seconded by Edie Betzing to give Christine Cox permission to obtain whatever deed necessary to complete the transfer of the Chestnut property back to the Library.

10. Adjournment

A motion was made by Edie Betzing and seconded by Terry Blood to adjourn the meeting. It passed. Meeting adjourned at 8:21 p.m.

Respectfully submitted,



Bette Newell, Secretary RCADL

Next regular meeting of the RCADL will be held July 27, 2015 at 6 p.m. in the RCADL Community Room.

Approved 7/27/15