

REED CITY PUBLIC LIBRARY
Minutes of the Board Meeting
Monday March 26, 2012

Members Present:

- Heather Symon – Library Director (ex-officio)
- Jen Thorson – Assistant Library Director
- David Bisbee- Board Member, City Council Representative
- Christine Cox- Board Member, Vice President, City Representative
- Judy Knuttila – Board Member, Secretary, City Representative
- Kim Vanema- Board Member, Hersey Township Representative
- Phil Noreen - Board Member, City Representative
- Sarah Potts – Board Member, Green Township Representative
- Juanita Ripley – Board Member, President, City Representative
- Barb Schneider – Cedar Township Representative, Board Member
- Jacquie Gerould - Richmond Township Visitor
- Nadine White – Board Member, Treasurer, City Representative
- Wanita Kampmueller – Lincoln Township Visitor
- Jerry Minier - City Visitor
- Jane Keebler - Pinora Township Representative, Board Member
- Open, Richmond Township Representative

1. Call to Order

The meeting was called to order at 7:01p.m. by Juanita, the Board President, in the Reed City Public Library Community Room. A quorum was present.

2. Approval of Agenda

Motion made by Judy, seconded by Nadine to approve the agenda. Motion was approved by all.

3. Approval of Previous Minutes & other meetings, if applicable (2/12)

Motion was made by Nadine and seconded by Judy to approve the minutes of the February 27, 2012 meeting, with one correction. Approved by all.

4. Citizen's requests/Public Comment

5. A. Discussion about whether to continue with "Totes to go" who provide "green bags" for the library to distribute or to go to a local provider and obtain sponsors for advertising on the bags and using a local printer at low cost was introduced.

6. Motion made by Christine and seconded by Juanita for the Reed City Public Library to provide books, as available from book sale stock, to donate for sponsors to mail to soldiers through the "Books for Soldiers" project which can be found at <http://booksforsoldiers.com>. The "Books for

Soldiers” program as introduced by Jerry Minier. Motion was approved by all. Jerry will be in charge of the program. Boxes will be provided free by the Post Office and the community will be asked to become involved by providing the necessary funds to send the books. This will be a positive way of giving back and thanking our soldiers who fight for our freedom and country.

7. Discussion about labeling Library books Accelerated Reader (AR) books was introduced and tabled for a possible future project by community volunteers.

8. Report from City Council Representative – David

9. David reported that the city is going to raise the cost of sewer and water prices to help pay for needed updates. Once that project is completed, and then necessary street repairs will begin.

10. David announced that the Planning Commission and the City Council have placed the Library on the docket for 2012 & 2013.

11. David is also going to check on the Downtown Developmental Authority (DDA) extension date and also pursue further donations and pledges.

12. Finance Report-Nadine

13. Nadine reviewed the bills and all seemed in order. Total monthly expenses for the Library were \$2,196.70. New Facility monthly expenses were \$13.32, but the grand total is \$2,509.97. \$199.00 from Utilities was moved to Contractual Services to balance the budget. Motion made by Nadine, seconded by Judy to approve the bills as presented. All in favor.

Heather and Nadine will be working on a new a new library budget due by April 15.

14. Committee Reports

- a. New Facility Committee Report-None
- b. Personnel Committee Report & Policy-Sarah
- c. Sarah plans to meet with Heather within the next month or so to wind up the policy/document report she’s been working on, so she can present it to the Board for approval at the next Reed City Public Library Board meeting.

15. Director’s Report-Heather

- a. The BTOP Federal grant computers and new Printer/Fax are installed. The Fax components need more work (we are still using the old fax). Heather reported that circulation has been up, income slightly up, Internet and registration normal. February Story Hour attendance was low and it is hoped to boost this in the future. A total of nine programs are offered by the library.

- b. Osceola County Community Foundation (OCCF) review of grant apps or large print/audiobooks & two Kindles has taken place and we should know the results soon.
- c. The response for the first movie matinee presented was great. It was attended by forty people. Plans for the next presentation are for the movie “Hop” Saturday April 14, 2012 at 12 noon. Popcorn is donated by Wesco to all attendees. A new movie license for the library was purchased at the cost of \$250.00, in order to be able to present movies for the public. This recent purchase is a reduced price from the prior cost of \$500.00. Future dates and times of upcoming movies will be announced.
- d. Great Michigan Read events includes discussion of the book “Black Eden” (about Idlewild) at the night book club at 6:00pm on April 19th and the day book club at 1:30pm on May 2nd. Idlewild is celebrating its 100th Anniversary this year.
- e. Heather is checking with the High School to try and obtain extra credit for Social Studies students attending these events. The public is also welcome.
- f. Also of note, Coy Davis will be discussing “What Ever Happened to Idlewild” on May 8th at 6:00pm at the Depot.
- g. A Memorial Day Book sale will be held again at the library on Wednesday May 23, 2012 through Saturday May 26, 2012. The March book sale generated over \$350.00. A book sale at the New Facility will be held on July 21 during the City Wide Garage Sale event.
- h. A grant has been applied for the Summer Reading Program and possibly it will cover a planned future event with the Whispering Pines Mobile Zoo.

16. Old Business

None

17. New Business

18. Christine shared a college program she’s been working on involving a new web site for the library. Great work and an added addition to the library data base

19. Discussion was held about a program that is available which calculates how much money a library patron saves by using the library services. It will be investigated and would be enlightening to patrons and be a great incentive to promote the use of the library.

20. Adjournment

The meeting was adjourned at 8:32pm by Christine, seconded by Nadine and approved by all members.

The next Board Meeting will be held on Monday April 30, 2012 at 6:30 PM in the Reed City Public Library Community Room. The New Facility meeting will be held at 6:00pm prior to that meeting.

Respectfully submitted,

Judy Knuttila
Reed City Public Library Board, Secretary

Final Draft

Minutes approved at the Reed City Public Library Board Meeting with corrections on April 30, 2012.