

Minutes of the Henika District Library Board of Directors Regular Meeting, January 14, 2010.

The meeting was called to order by board president Carrie Marchesotti.

Present: Marchesotti, Gary Marsh, Roger Bean, Ann McInerney, Bob Kennedy, Dave VanStensel, Marie Musgrave and library director Lynn Mandaville.

Absent: Helen Gамbee.

Motion McInerney, second Kennedy to approve the agenda as revised. All aye, motion carried.

Motion VanStensel, second Bean to approve the minutes of the December 15, 2009 regular meeting. All aye, motion carried.

Motion Bean, second McInerney to approve the December 15, 2009 minutes of the closed session as corrected. All aye, motion carried.

Financial Report.

- The accountant's month end report for December 15, 2009 was reviewed and filed.'
- The credit card detail report was reviewed and filed.
- Motion McInerney, second VanStensel to pay the bills. All aye, motion carried.
- Penal fines have not yet been received.

Communications.

- Letter of engagement received from McKeown, Kraai & Phillips. Motion Kennedy, second Bean to approve and sign the letter of engagement. All aye, motion carried.

Director's Report.

- One Click audio downloadable book training is complete. Mandaville will purchase an Ipod Classic and docking station with speakers for training the public how to use this collection.
- Jenn Seif has conducted her first MAD group and, though small attendance, it went well.
- Next week's get together between board and staff must be postponed or cancelled because of a conflict with a film event Mandaville had forgotten about. Motion VanStensel, second Kennedy to purchase \$10 gift cards from Daily Brews for staff in appreciation for all they do. All aye, motion carried. This will be in lieu of a gathering.
- Next week's film event is sponsored by the Wayland Area Diversity Coalition and will be Rick Steve's *Iran*, an award-winning PBS production, to be shown at 7PM. Gary will put up the sandwich sign publicizing it.

- Staff conducted an informal survey regarding going Deweyless to see what public reaction might be. 64 favored it, 21 opposed it.
- The adult winter reading club will be ***Cozy Up With a Classic***. It runs January 18 through March 20. Once again we will challenge participants to read to earn dollars the library will donate to Christian Neighbors. Up to \$250 can be earned, and we hope matched by readers. Individual prizes will also be awarded to those who read one of the “mystery” classics.
- Mandaville distributed a spreadsheet showing what additional dollars individual Lakeland libraries will have to pay to maintain services at current levels for FY2010. Henika will need to pay an additional \$3,191.00 to keep services at current levels. After much discussion the board agreed that further cuts in state aid would be made up out of our general fund.
- Mandaville sent an informal evaluation of Art Hop to the Chamber director. An email of thanks was received.
- New circulation assistant. Mandaville has received 33 applications for the position. She has weeded the applicants to 5 for interviews, one of whom withdrew his name from consideration. Interviews were today and Mandaville hopes to have a decision made early next week to start immediately.
- Mandaville signed the revised letter of engagement from Siegfried Crandall establishing the cost of the 2009 audit at \$3,500.00. In a subsequent conversation with Joel Frederickson he confirmed that this cost will be held for the audits of 2010 and 2011. The audit is scheduled for February 15, 2010.
- CO detectors have been purchased and installed. Board would like an additional detector installed in the dungeon. Marsh will install an electrical outlet and Mandaville will order another detector.

Youth Services Supervisor’s Report. (Attached)

Unfinished Business.

- None.

New Business.

- Public comment for non-agenda items. None.
- Emergency lighting proposal. Fire Pros, who service our fire extinguishers, submitted a proposal for emergency lighting. The board declined the proposal until Mandaville can talk with Joe Miller about the necessity of installing them.
- VHS collection. Staff has eliminated the collection due to low circulation and obsolescence. Some titles will be replaced in DVD format.

- Cell phone revision. Because cell phones have morphed into multi-purpose devices, policy has been revised to allow their use in the library provided that use does not cause a willful disruption of library use. Motion McInerney, second Bean to revise the Cell Phone Policy as presented. All aye, motion carried.
- New computer tower for Kouchnerkavich. Mandaville recommended that we purchase a new computer tower equipped with a DVD reader for Kouchnerkavich's use. Bean recommended that the reader be a Blu-Ray. Motion Kennedy, second Bean to purchase a new computer equipped with a Blu-Ray DVD reader. All aye, motion carried.
- As a possible solution to the heat loss situation at the library's south door, Don of DLB Glass put together a proposal for a glass and metal vestibule, with costs and an automatic door opener option. The board asked Mandaville to clarify that price includes two automatic door openers, as well as a drawing of what the vestibule will look like.

#### Around the Table.

- McInerney – Happy new year to everyone.
- VanStensel – alerted the board that he will be relocating to Rockford later this year and a replacement will need to be identified.
- Marchesotti – brought to the attention of the board that the April 8 meeting will occur on Holy Thursday/Maundy Thursday and asked if the meeting could be rescheduled for the following week. The board agreed. Mandaville will make the change on the public posting.
- Marsh – presented a revision of the Patron Rules and Responsibilities policy. Tabled until next month.
- Musgrave – told the board that she is selling her house, but she is staying in the city.

The meeting was adjourned at 7:22PM.