

## Minutes of the Henika District Library Board of Directors Regular Meeting, March 18, 2010.

The meeting was called to order at 6:00PM by board president Carrie Marchesotti.

Present: Marchesotti, Gary Marsh, Roger Bean, Ann McInerney, Bob Kennedy, Dave VanStensel, Maria Musgrave (arrived at 6:10PM) and library director Lynn Mandaville.

Absent: Helen Gambee.

There were no additions to the agenda.

Motion McInerney, second Bean to approve the minutes of the February 11, 2010 regular meeting. All aye, motion carried.

### Financial Report.

- The accountant's month end report for February 2010 was reviewed and filed.
- The credit card detail report for February 2010 was reviewed and filed.
- Motion Kennedy, second McInerney to pay the bills. All aye, motion carried.
- Penal fines summary was reviewed and filed.
- Another CD is maturing. Marsh to reinvest.

### Communications.

- Proposal from D & G Lawn Service for 2010. There are no changes from 2009. Motion Bean, second McInerney to accept the proposal for 2010. All aye, motion carried.

### Director's Report.

- USF money being held at Lakeland has been formally requested in writing to be transferred over to the library.
- It is necessary to switch the modem used with our cable hook-up to allow for a static IP address for purposes of patrons creating accounts for downloadable books at a cost of \$99.00. Our monthly payment will go down by \$5.00.
- The annual audit is complete and copies are distributed to board members tonight.
- Hights Cross Communication (parent company to Recorded Books) has successfully emerged from Chapter 11 bankruptcy.
- Charter Communications has informed us that someone has downloaded copyrighted music from our computers in violation of copyright law. Mandaville to pursue identifying the violator and to consult with Mark Kolean as to how this may be prevented in the future.

Youth Services Supervisor's Report. (Attached)

Unfinished Business.

- The date of the April board meeting will be the 8<sup>th</sup> unless a quorum is not possible. Board members should notify Mandaville if they cannot make the April 8 date, in which event she will remind the board that the meeting will take place April 22.
- Replacement of south side door and glass. The board reviewed the quote and the new drawings of the proposed replacement from DLB Glass. Motion McInerney, second VanStensel to approve Option 2 with the automatic door opener/closer and dual materials return slots. All aye, motion carried.

New Business.

- Public comment for non-agenda items. None.
- New monitor needed for circ area. When the previous monitor gave up the ghost, staff borrowed Thom's monitor from the new Watchguard configuration. New monitor will be purchased, 20" from Dell.
- Play group proposal was outlined by Musgrave per the information from the Youth Services Supervisor's report. Motion Marsh, second Kennedy to go forward with plans to establish a play group. All aye, motion carried.
- Garceau property behind Goldsmith Shop is for sale. Board discussed the pros and cons of purchasing the property. It was decided not to pursue it.
- Mandaville reported that she sold a Henika Library card to a Hopkins couple so they could access our subscription of downloadable books. The fee charged for the card was \$40 per year, same as a non-resident card.
- Grant opportunity from the Robert C. Reinhardt Library Fund was reviewed by the board. Mandaville was instructed to write a grant for the cost of updating the south side entryway as well as new computer towers for the circ area and the director.

Around the Table.

- VanStensel – asked about the status of the new phone system. On hold until Thom Riley is back from back surgery.
- Musgrave – reported that she had spoken to Fire Chief Miller about the need for emergency lighting at our exits. Miller said they are not required.

The meeting was adjourned at 7:01PM.