

Ruth Hughes Memorial District Library
Regular Meeting of April 2, 2009
(Proposed Board Minutes)

Attendance:

Donald Davenport (president/ presiding) **Present**
Nancy Marshall (vice-president) **Present**
Laurie Dodge (secretary) **Present**
Linda Prendergast (treasurer) **Absent**
Karen Hibbler (trustee) **Present**
Mary Lou Bissett (trustee) **Present**
Shirley Edwards (trustee) **Present**
Staff: B. Kristen Valyi-Hax, Library Director **Present**
Guests:

- 4R01.01 Call to Order ***The meeting was called to order at 6:30 p.m.***
4R01.02 Additions/Deletions/Approval of Agenda ***Ms. Hibbler made a motion to approve the agenda, seconded by Ms. Dodge. Motion carried.***
4R01.03 Additions/Deletions/Approval of minutes of March 2009 meeting ***Ms. Hibbler made a motion to approve the minutes of the March 2009 meeting, seconded by Ms. Dodge. Motion carried.***
4R01.04 Approval of Bills/Financial Status ***Ms. Hibbler made a motion to approve the bills, seconded by Ms. Marshall. Motion carried.***
4R01.05 Time for Public Comments ***There were no public comments.***

Unfinished Business: Overview/Updates:

- 4R01.06 Library Director's Review ***The library board reviewed the Director's performance. The review was favorable with most responses listed as "Exceeds Standards" or "Meets Standards." The Board noted that the director and the Board must meet with community organizations to foster good relationships and identify community needs that the library can meet.***
4R01.07 QSAC – FOIA Requests ***Ms. Valyi-Hax sent the proposed FOIA Request Policy to attorney David Churchill for review. Mr. Churchill stated that the policy looked appropriate. Ms. Dodge made a motion to approve the proposed FOIA Request Policy seconded by Ms. Bissett. Motion carried.***

Staff Reports: ***Ms. Valyi-Hax gave her director's report. She and Theresa Pickering attended an excellent security program called "Black Belt Librarians" which dealt with safety in the library. The library will be celebrating National Library Week from April 13-18 and will have a variety of programs. One fun event will be "Be A Rock Star @ The Library" for teens. It's a lock-in program from 5pm – 7pm, and will feature Joel Tacey and his video game collection. Finally, the latest information is that there have been some talks about putting the Library of Michigan***

under the responsibility of Michigan State University. Librarians are waiting to hear more information before deciding to comment.

Committee Reports:

- 4R01.8 Personnel Committee *There were no reports from this committee.*
- 4R01.9 Policy Committee *There were no reports from this committee.*
- 4R01.10 Budget Committee *There were no reports from this committee.*

New Business:

- 4R01.11 QSAC – Board Orientation Table of Contents *Ms. Valyi-Hax contacted libraries around the state to get suggestions on how they conducted Board Orientation. She received responses from several libraries, and she compiled a sample Board Member manual. She wanted to get input from the RHMDL Board. The board members liked the table of contents. Ms. Valyi-Hax will work to assemble the items into a proper manual.*
- 4R01.12 QSAC – July Patron Survey *One of the requirements of QSAC is to conduct in-house patron surveys at least every three years to make sure that the patrons are receiving the library services that they need. Ms. Valyi-Hax compiled a survey, and showed it to the Board to get input. The Board approved the survey, and Ms. Valyi-Hax will give it to patrons in July.*
- 4R01.13 New Library Board Member *Ms. Valyi-Hax received a letter of resignation from the Board from Ms. Linda Prendergast. The Board acknowledges her resignation with regret, and thanks Ms. Prendergast for her work on behalf of the Ruth Hughes Memorial District Library. The Library Board will seek nominees to fill the vacant post.*
- 4R01.14 2009 Taxable Value *Given the challenging economic climate, the library director wanted to give an update. At this time, there are no firm numbers on next year's taxable value, but she has been in contact with the treasurers of Attica Township, Imlay City, and Imlay Township, and will get updated numbers when they have them. Ms. Valyi-Hax also reported that as of this meeting, they were approximately \$50,000 short of what the library is supposed to receive in funding. However, the county usually buys these delinquent accounts from the municipalities, and sends out a check to the taxing authorities. The county then attempts to collect the property tax that is owed.*

Communications: *There were no additional communications.*

Adjournment:

- 4R01.15 Adjournment *Ms. Hibbler made a motion to adjourn, seconded by Ms. Bissett. Motion carried. The meeting adjourned at 7:40 p.m.*