

Ruth Hughes Memorial District Library
Regular Meeting of April 1, 2010 -
Imlay City, MI
(Proposed Board Minutes)

Attendance:

Donald Davenport (president/ presiding) **Present**
Nancy Marshall (vice-president) **Absent**
Laurie Dodge (secretary) **Present**
Karen Hibbler (treasurer) **Present**
Mary Lou Bissett (trustee) **Present**
W. Todd Hancock (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. Bissett made a motion to move item 4R01.11 (2009 Annual Report) after item 4R01.04 (Approval of Bills), seconded by Ms. Hibbler. Motion carried.*
- 4R01.03 Additions/Deletions/Approval of minutes of March 2010 meeting *Ms. Hibbler made a motion to approve the minutes of the March 2010 meeting, seconded by Ms. Dodge. Motion carried.*
- 4R01.04 Approval of Bills/Financial Status *Ms. Hibbler made a motion to approve the bills and financial status, seconded by Ms. Bissett. Motion carried.*
- 4R01.05 2009 Annual Report *Ms. Valyi-Hax presented the Board with a draft of the 2009 Annual Report. The Board reviewed it and offered several corrections. The Board directed Ms. Valyi-Hax to send the report to Attica Township, Imlay City, and Imlay Township, as well as other local politicians and organizations. Ms. Dodge made a motion to approve the 2009 Annual Report as amended, seconded by Ms. Bissett. Motion carried.*
- 4R01.06 Time for Public Comments *There were no public comments.*

Unfinished Business: Overview/Updates:

- 4R01.07 Strategic Planning – Finances *The Board discussed the Finances section of the library's new strategic plan. The first objective is to maintain a stable fund balance. The Board had a few questions about GASB rules, millage voting language, and talking with a financial planner, and directed Ms. Valyi-Hax to ask the appropriate professionals to get the answers. The second objective is that the library will seek up to three additional sources of funding other than the tax levy, such as grants and local sources of support. The third objective is that the library will pass a new millage when the current millage expires in 2013. At the May meeting, the Board will formulate objectives for Community Activities.*

4R01.08 New Board Member for Attica Township *Ms. Valyi-Hax contacted Ms. Michelle Dougherty to ask if she wanted to be on the library board. Ms. Dougherty requested some time to think about it. If Ms. Dougherty accepts, Ms. Valyi-Hax will send a letter to the Attica Township Board requesting that Ms. Dougherty be appointed as an Attica Township representative.*

Staff Reports: Director's Report *The Friends of the Ruth Hughes Library are having a Spring Tea and Quilt Show on Sunday, April 18. Proceeds go to help the library, and tickets cost \$10. The library will be participating in the Spring Expo at the Imlay City High School on April 24 and 25. Bob Cuny has installed the three baby changing stations at the Imlay City branch and the Attica Twp. branch. Roger Mendel, retired director of Mideastern Michigan Library Cooperative has been diagnosed with stomach cancer. He will be having surgery, as well as radiation and chemotherapy, and seems positive about his prognosis.*

Committee Reports:

4R01.09 Personnel Committee *There were no reports from this committee.*

4R01.10 Policy Committee *There were no reports from this committee.*

4R01.11 Budget Committee *There were no reports from this committee.*

New Business:

4R01.12 Review of Budget to Date *Ms. Valyi-Hax passed out the most current copy of the Profit vs. Loss, Budget vs. Actual statement. The library has received the majority of its funding from its tax levy, and may take in more funds from fines and fees than expected. The library's spending is on track given what point in the fiscal year it is. The Board directed Ms. Valyi-Hax to continue on in the current manner.*

Communications: *The library received a letter from the library's attorney, David J. Churchill. He reviewed the new Patron Code of Conduct and could find nothing unreasonable about the regulations.*

Adjournment:

4R01.13 Adjournment *Ms. Dodge made a motion to adjourn, seconded by Ms. Hibbler. Motion carried. The meeting adjourned at 7:30 p.m.*