

Ruth Hughes Memorial District Library
Regular Meeting of May 7, 2009
(Proposed Board Minutes)

Attendance:

Donald Davenport (president/ presiding) **Present**
Nancy Marshall (vice-president) **Present**
Laurie Dodge (secretary) **Present**
Vacant (treasurer)
Karen Hibbler (trustee) **Absent**
Mary Lou Bissett (trustee) **Absent**
Shirley Edwards (trustee) **Present**

Staff: B. Kristen Valyi-Hax, Library Director **Present**

Guests:

- 5R01.01 Call to Order ***The meeting was called to order at 6:35 p.m.***
- 5R01.02 Additions/Deletions/Approval of Agenda ***Ms. Dodge made a motion to approve the agenda, seconded by Ms. Edwards. Motion carried.***
- 5R01.03 Additions/Deletions/Approval of minutes of April 2009 meeting ***Ms. Edwards made a motion to approve the minutes of the April 2009 meeting, seconded by Ms. Dodge. Motion carried.***
- 5R01.04 Approval of Bills/Financial Status ***Ms. Marshall made a motion to approve the bills and financial status, seconded by Ms. Edwards. Motion carried.***
- 5R01.05 Time for Public Comments ***There were no public comments.***
- Unfinished Business: Overview/Updates:
- 5R01.06 QSAC – Board Orientation ***Ms. Valyi-Hax presented the board with the materials for the manual for Orientation for new Board members. Ms. Dodge made a motion to approve the Board Orientation materials, seconded by Ms. Marshall. Motion carried.***
- 5R01.07 New Library Board Member ***After some discussion, the Board decided to recommend W. Todd Hancock to the Imlay City Commission as the new representative for Imlay City. He has been a resident of the city for several years and is an enthusiastic supporter of the library who understands the importance of fiscal responsibility to serve the citizens well. Ms. Valyi-Hax will send a letter to the Imlay City Commission.***
- Staff Reports: ***Ms. Valyi-Hax stated that the National Library Week celebration went well. The program for teens, “Be A Rock Star @ The Library,” was a huge hit. The kids had a great time, and the library received lots of donations from the community. The Imlay City branch of the library is now circulating video games, and it is the first library in Lapeer County to do so. Wendy Gottschalk and Diane Willick recently attended a customer service program that they rated as excellent. Finally, a portion of the fence separating the parking lot from a neighbor was***

knocked down during a storm in April. Is it the library's responsibility to repair the fence?

Committee Reports:

- 5R01.8 Personnel Committee *There was no business from this committee.*
5R01.9 Policy Committee *There was no business from this committee.*
5R01.10 Budget Committee – Schedule June Meeting *The members of the Budget Committee agreed to meet after the June 4 regular board meeting.*

New Business:

- 5R01.11 QSAC – Working With Community Organizations *In order to attain the QSAC Essential Level, the library elected to follow elective #4 under services: Library personnel meet with other local community agencies once every two years. The director gave a list of community organizations she has recently met with, and asked the Board Members for other suggestions. From this list, the director will be able to create an appropriate list of organizations to work with..*
- 5R01.12 Purchase New Computers *Four of the public computers at the Imlay City branch are no longer working. Two of the computers at the Attica branch are very dated and need to be replaced. The director is able to participate in a bulk purchase of PCs. Each machine would cost \$892.11 for a total of \$5352.66. These machines would cost \$1108 each with the options included. Ms. Marshall made a motion to purchase six new computers to replace the broken and out-of-date computers, seconded by Ms. Edwards. Motion carried.*
- 5R01.13 Library Board Treasurer *Ms. Linda Prendergast was the treasurer until her resignation. After some discussion, the Board elected to table the discussion until the June meeting.*

Communications: *Ms. Valyi-Hax included a letter from the American Library Association announcing the creation of ALTAFF: The Association of Library Trustees, Advocates, Friends and Foundations.*

Adjournment:

- 5R01.14 Adjournment *Ms. Dodge made a motion to adjourn, seconded by Ms. Marshall. Motion carried. The meeting adjourned at 7:42 p.m.*