

Minutes of the Regular Henika District Library Board of Directors Meeting, February 12, 2009.

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

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

Absent: Helen Gambee, Dave VanStensel and Kathy Reagan.

Motion Kennedy, second Bean, to approve the agenda as amended. All aye, motion carried.

Motion McInerney, second Kennedy, to approve the minutes of the January 8, 2009 board meeting. All aye, motion carried.

Financial Report.

- The accountant's month end report for January 2009 was reviewed and filed.
- The credit card detail report was reviewed and filed.
- Motion Marsh, second Bean, to pay the bills. All aye, motion carried.
- Penal fine receipts for December and January were reviewed.
- The Unique Management report was reviewed and filed.

Communications.

- United Bank notified us that the CD was renewed.
- Letter from United Bank regarding the interest rate being paid on our high yield saving account. Because interest rates have plummeted to 0.05% United Bank has established a temporary minimum interest rate of 0.75%.
- Thank you from Greg Lewis for the resolution honoring his service to the board of directors.
- Flyer from the DDA inviting board members to an informational meeting regarding economic development on Thursday, February 19<sup>th</sup> at 7 PM at the Public Safety Building.

Director's Report.

- Snow removal is being done by a local adult.
- Gaming CDs are being shelved in one of the old music cabinets behind the circ desk.
- The basement window will be replaced in a few weeks.
- The annual audit was conducted on February 2. Final reports should be received in March or April.
- Web site reports were distributed. The board asked for clarifications and definitions of "hits," "visitors," and the like.
- An MLA fact sheet was provided outlining the elimination of the Department of History, Arts and Libraries by the Governor.

- Helen Gambia called from Florida to inform us she will not return until mid-May. Next winter she will be gone for six months. She wants to know if the board would like her to resign her seat. The board is not comfortable making that decision for her, and encourages her to attend meetings when she does return, and perhaps make that decision before she goes south next winter.
- The survey of the public is underway. Mandaville will have compiled results next month.

#### Youth Services Supervisor's Report.

- Attached.

#### Unfinished Business

- Mandaville presented the new language added to the Director's job description that deals with spending authority. The director has the authority to spend whatever it takes to address emergency situations. When spending involves deviating from the normal operations of the library or represents a shift in philosophy, the director will consult with the board.
- New flooring for the circ area will be installed on March 6<sup>th</sup>. To prepare for it, the library will close at noon on the 5<sup>th</sup> so staff may clear out the area and set up for temporary operations. Following installation, staff will put things back in place for normal operations the next day.
- Mandaville presented some quotes for new windows to get discussion started regarding making our windows more energy efficient. The board requested two more bids for comparison.

#### New Business

- Public comment for non-agenda items. None.
- Performance evaluations for new aides. Tabled until next month.
- Purchase of a projector for Power Point presentations. Bean suggested that the library purchase a projector that could be lent to City of Wayland council members and Wayland Township board members when the need arises. There isn't one available in the community, and the technology should be available. McInerney offered to investigate another source for a discount on the model Bean presented. Motion Kennedy, second Bean, to honor McInerney's recommendation after her investigation and approve the purchase of a projector at a cost of up to \$750.00. All aye, motion carried.
- Bean reported on his presentation to the Wayland Township board last month.
- Contract renewal with Greenfrog Lawn Services is due. Board asked Mandaville to investigate other lawn services to see what their going rates are. If less, she is to contact Greenfrog and see if they will meet the cost.
- Compensation for Marsh for custom building the CD browser. McInerney consulted the Library Law Handbook for language that would prohibit Marsh from being paid for the work he did. Instead she found that as long as Marsh abstains from any vote to pay him, the board may compensate him for the work. Motion McInerney, second Bean, to pay Marsh the sum of

\$300.00 for building the browser. Ayes: McInerney, Bean, Marchesotti and Kennedy.  
Abstentions: Marsh. Motion carried.

Around the Table.

- Marsh said he will be checking on a source for building an air lock at the side door. He'll report back in March. He also inquired after the Helmey Building but got no answer at the phone number listed.
- Marchesotti reported that Main Street no longer has a for sale sign in the window. She will investigate further before the March meeting.

The meeting was adjourned at 7:25 PM.