

Minutes of the Henika District Library Regular Board of Directors Meeting, April 16, 2009.

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

Present: Marchesotti, Gary Marsh, Roger Bern, Bob Kennedy, Kathy Reagan, Ann McInerney, Dave VanStensel and library director Lynn Mandaville.

Absent: Helen Gambee.

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

Motion Kennedy, second McInerney to approve the minutes of the March 12, 2009 regular board meeting. All aye, motion carried.

Financial Report

- The accountant's month end report for March 2009 was reviewed and filed.
- The credit card detail report was reviewed and filed.

Insurance agent Bob Golm presented a health savings account plan for the library's two full time employees for the board to consider as an alternative to the current plan. Motion McInerney, second Kennedy to approve the health savings plan with the library contributing the \$1500 single and the \$3000 family deductibles. All aye, motion carried.

Financial Report, continued

- Motion Bean, second VanStensel to pay the bills. All aye, motion carried.
- Penal fines for February and March were reviewed.

Communications

- Letter and check from Allegan County Circuit Court, Family Division related to the vandalism last May.
- Letter from Law Weathers & Richardson informing us that Laurie Kelly is leaving the firm and Dick Butler is rejoining it.

Director's Report

- The audit is complete. Copies were distributed to board members.
- The elevator door knobs have been replaced with knobs that do not lock. Thank you to Marsh.

- Gail Hollinger is trying to build her list of email contacts for the library newsletter and other special announcements. She requests that board members each compile about ten names and email addresses for her.
- Postscript chip for photocopier has been requested. In order to spread out the cost of the chip (required so that the Macs have printing capability) an addendum to our lease is being prepared, spreading the cost of the chip out over the remaining life of the lease.
- Carpeting at the top of the stairs and in front of the circ area is delaminating. There is no quick fix. Mandaville will get bids for replacement of the worn areas.

Youth Services Supervisor's Report (attached).

Unfinished Business.

- Windows. The library does not qualify for the tax rebate because it is a tax exempt entity.

New Business.

- Public comment for non-agenda items. None.
- Policy revisions. Motion McInerney, second Kennedy to revise Overdue Fines and Bills as presented. All aye, motion carried. Motion Kennedy, second Bean to revise Loan Periods as presented. All aye, motion carried. Motion McInerney, second Reagan to revise Interlibrary Loan as presented. All aye, motion carried. Motion Reagan, second Bean to revise Reciprocal Borrowing Privileges as presented. All aye, motion carried. Motion Bean, second McInerney to revise Claims Returned Materials Policy as presented. All aye, motion carried. Motion McInerney, second Reagan to delete Circulation of CD-ROM Materials. All aye, motion carried. Motion Kennedy, second Bean to revise Reimbursement for Lost and Paid Materials as presented. All aye, motion carried. Motion McInerney, second Reagan to delete Video Collection. All aye, motion carried. Motion McInerney, second Bean to revise Material Reservation as presented. All aye, motion carried. Motion Kennedy, second McInerney to delete Superloan. All aye, motion carried.
- Vacation section of Personnel Policy. Does this need tweaking? Bring back entire policy in May for discussion.

Marsh left at 7:17 PM.

- Overdrive downloadable books. Mandaville presented the documentation from Lakeland regarding the negotiated pricing for a group buy-in to Overdrive. She also presented the information from Recorded Books. Board consensus was to let the Overdrive opportunity pass.

- Lakeland Revised Plan of Service. Motion Bean, second by Kennedy to adopt the resolution approving the Revised Plan of Service of the Lakeland Library Cooperative. All aye, motion carried.
- Mandaville presented the proposal from OAK to construct a new vestibule/airlock at the south door to the library. Everyone balked at the cost of the proposal and directed Mandaville to contact Westhouse in Moline, Doug Jager and Tim Bala for other proposals.

Around the Table.

- McInerney presented the minutes of the closed session from March 12 for approval. Motion Bean, second Kennedy to approve the minutes of the closed session on March 12, 2009. All aye, motion carried.
- VanStensel said the Mandaville needs to get information to him so we can proceed with the IP phones.
- Marchesotti asked if Mandaville would check into a subscription to Ancestry.com.

The meeting was adjourned at 7:48 PM.