

Minutes of the Henika District Library Board of Directors Regular Meeting, May 14, 2009.

The meeting was called to order at 6:04 PM by board president Carrie Marchesotti.

Present: Marchesotti, Gary Marsh, Roger Bean, Kathy Reagan, Helen Gambee, Ann McInerney, David VanStensel, Bob Kennedy and Library Director Lynn Mandaville.

Motion Gambee, second Bean to approve the agenda. All aye, motion carried.

Motion McInerney, second Kennedy to approve the minutes of the April 9, 2009 regular meeting. All aye, motion carried.

Financial Report.

- The accountant's month end report for April 2009 was reviewed and filed.
- The credit card detail report was reviewed and filed.
- Motion Bean, second Kennedy to pay the bills. All aye, motion carried.
- Penal fines have not yet been received.

Communications.

- Two letters of thanks from the Christian Neighbors Food Pantry for the library's efforts raising money and collecting food for the hungry in our area. They also created a lovely poster to display to the public about what we did.
- Letter from Law Weathers & Richardson informing us tha Laurie Kelly is leaving the firm and Dick Butler is rejoining it.

Director's Report.

- The Postscript chip has been installed in the photocopier enabling printing from the Macs.
- Door spacers, as required by state law, have been installed on the elevator doors.
- Board member terms expiring this year are Gary Marsh and Kathy Reagan. Marsh has already submitted a letter requesting reappointment. Reagan will not seek reappointment. The board should be thinking about possible replacements for Reagan.
- Mandaville submitted a written report on the Rural Libraries Conference she attended. (Attached)
- Annual carpet cleaning is done. Minor damage in the form of an opened seam has been repaired. Marchesotti asked Mandaville to check with DeYoung Carpet Cleaning for a quote.

- What was thought to be a computer monitor failure turned out to be a loose cord.

Youth Services Supervisor's Report. (Attached)

Unfinished Business.

- Bids for carpet replacement were not secured due to time away at conferences. Leisure Flooring has gone out of business.
- Windows. Recent Earth Week events revealed that replacement windows have a return on investment of about 70 years. Board expressed feeling that some of our windows do need replacing due to looseness of panes in the sashes. They requested that Mandaville get estimate on replacing the windows in the porch and put together a prioritized schedule for window replacement.
- Personnel Policy. Mandaville presented the policy as written and asked questions about areas that may need to be tightened up or clarified. Suggestions were made and she will bring back a reworked version next month.

Marchesotti left at 7:15 PM.

Public comment for non-agenda items. None.

Kennedy left at 7:30 PM.

Around the Table.

- VanStensel reiterated that he would like to investigate the possibility of making the basement under the original structure a fully functional space for storage, staff lounge, machine room and computer equipment housing. He will ask his father-in-law if he might be willing to look at it. (He is a structural engineer.)
- Reagan asked if Steelcase had contacted us yet about the chairs they promised us. They have not.
- Mandaville distributed DVDs about trustee responsibilities that were made available at the Rural Libraries Conference. She also asked who had not yet received a copy of the annual audit.

The meeting was adjourned at 7:45 PM.