

Minutes of the Henika District Library Board of Directors Regular Meeting, June 11, 2009.

The meeting was called to order by board president Carrie Marchesotti at 6:02 PM.

Present: Marchesotti, Gary Marsh, Roger Bean, Dave VanStensel, Helen Gambée and library director Lynn Mandaville.

Absent: Bob Kennedy, Kathy Reagan and Ann McInerney.

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

Motion Bean, second Gambée to approve the minutes of the May 14, 2009 regular board meeting. All aye, motion carried.

Financial Report

- The accountant's month end report for May 2009 was reviewed and filed.
- The credit card detail report for May 2009 was reviewed and filed. Marsh asked Mandaville to please include the total in future reports.
- Motion Marsh, second Bean to pay the bills. All aye, motion carried.
- Penal fines have not been received since March because new contracts must be negotiated due to Allegan library becoming a district library.

Communications

- Letter from Ally Sturgis of the Allegan County Educational Service Agency for allowing a student to do some work here at the library.
- Email from Kathy Reagan indicating she will not seek reappointment to the board.

Director's Report

- Evaluation forms were distributed to board member so the annual evaluation of the director may be completed.
- The budget committee needs to convene to put together the budget for FY2010. Mandaville will coordinate the first meeting in July.

Youth Services Supervisor's Report (Attached)

Unfinished Business

- Bids for carpet replacement have not been solicited.
- Windows estimate has not been solicited.

- Personnel Policy revision. Motion VanStensel, second Marsh to omit the paragraph concerning floating holidays. All aye, motion carried. Motion Bean, second VanStensel to revise the Personnel Policy with the above omission and the omission of the line in Work Week and Compensation about sick leave, compensatory time, overtime and personal time. All aye, motion carried.
- Portables for increasing library space. Gambee presented new information about available portables at the high school. After much discussion it was decided that this was not a viable solution at this time. VanStensel presented information about a solution that would involve excavating the old basement, replacing the stone walls with poured concrete and finishing off the space as usable, increased square footage.
- Recorded Books “One Click” downloadable books. Mandaville presented new costs for this program due to Recorded Books offering a discount to Lakeland member libraries. New cost would be \$2,250. Motion marsh, second VanStensel to approve purchasing this format. All aye, motion carried.

New Business

- Public comment for non-agenda items. None.
- Technology Committee recommendation for purchase of Watchguard firewall appliance to allow network to operate as we wish it to. Bean presented information about how this appliance would work, how Lakeland would service it and how it would allow us to continue using Lakeland content filters as well as install VOIP phones. Motion Marsh, second VanStensel to approve the purchase and installation of the Watchguard. All aye, motion carried.
- Book bike. Mandaville reported that the library has adequate insurance to cover staff using the book bike for promotional purposes. Storage still has to be arranged. Board approved purchase if storage issue can be resolved.
- Steelcase Foundation information was offered by Reagan via email. This source of funding should be pursued.
- New board member suggestions. Marchesotti will approach a couple of people whom the board felt would make valuable addition to the board.
- ALA trip to Chicago. Board approved paying mileage for staff driving to the bus pick-up location.
- Resolution for Kathy Reagan. Tabled until next month.

Around the Table.

- Marsh complimented Bean on his Watchguard presentation.
- VanStensel echoed Marsh’s sentiments.

- Gambee asked if she should pursue the portables. Board said no.
- Marchesotti reminded that library patron Peg Kettle has listed the library as a recipient of her estate, and that she died this past week, so funds will be forthcoming.

The meeting was adjourned at 8:12 PM.