

Minutes of the Henika District Library Board of Directors Regular Meeting, July 9, 2009.

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

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

Motion McInerney, second Kennedy to approve the agenda as revised. All aye, motion carried.

Election of Officers.

Nominations:

- President: Marchesotti
- Vice President: McInerney
- Secretary: McInerney, Kennedy
- Treasurer: Marsh

McInerney declined the nomination for Secretary.

Motion Marsh, second Gambée to accept the slate of officers as presented. All aye, motion carried.

Motion Marsh, second McInerney to approve the minutes of the June 11, 2009 regular meeting. All aye, motion carried.

Financial Report.

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

Communications.

- The library received the initial paperwork for settlement of the estate of Peg Kettle. It has been completed and mailed back to John Hancock.
- Letter and check for \$100.00 donation for summer reading program from the general Federation of Women's Clubs, Gun Lake Chapter.
- Letter from John Hancock saying they have received our paperwork for Peg Kettle's estate and they await receipt of same paperwork from the Wayland Fire Department.

Director's Report.

- The library's technology plan for 7/1/09 through 6/30/12 has been approved and filed by the Library of Michigan.
- Ana Meissner, library page, will be going to college soon and her last days will be during the first two weeks of August. Ashely Bolton, library page, has asked if Mandaville would delay replacing Ana so she could work those hours for a while. Mandaville will not post the page position until after school starts.
- First Friday Fines Forgiveness has dismissed \$207.65 in patron fines in July. This will be repeated in August and September.
- The process has been started that will create our collection of downloadable books from Recorded Books.
- Mandaville updated the board on the progress toward installing the Watchguard firewall appliance.
- ADT situation. Mandaville reported on the lack of reconciling the problems with our security system and her actions to date. Mandaville was in touch with a customer relations specialist at the corporate level today and feels we are closer to resolution.
- Allegan County Library Association meets on Tuesday, July 21 at Dorr Township library. Marsh, Gambee and McInerney will accompany Mandaville.

Youth Services Supervisor's Report. (attached)

Unfinished Business.

- Bids for carpet replacement. Mandaville will get a ball park figure for purposes of 2010 budgeting.
- Windows. Mandaville presented a schedule for replacing library windows, with porch area being replaced now, basement windows next year, and remaining upstairs windows in 2011 and 2012. Discussion regarding doing porch and basement this year and stepping up replacement of others to next year. Motion Gambee, second VanStensel to replace porch and basement windows this year using money from fund equity. All aye, motion carried.
- Budget committee will meet Friday, July 17th at 9:00 AM.

New Business.

- Public comment for non-agenda items. None.
- Motion Kennedy, second McInerney to adopt the resolution honoring the service of Kathy Reagan on the library board. All aye, motion carried.

- Motion Gambee, second Kennedy to go into closed session for purposes of director evaluation review. All aye, motion carried. The board went into closed session at 6:58PM.
The board returned to open session at 7:02PM.
- The board conducted the annual facility inspection for maintenance issues. List attached.

Around the Table.

- VanStensel asked to have excavating the dungeon put on the August agenda.
- Gambee reported on her attendance at the Township board meeting.
- Kennedy offered kudos on Hollinger's efforts with the Picturing America exhibit and slide show.
- Marsh said he reinstalled the front bulletin board using screws into the aluminum.

The meeting was adjourned at 7:32PM.