

LIBRARY BOARD MEETING MINUTES GARDEN CITY, MICHIGAN Approved

LIBRARY BOARD MINUTES FROM **May 14, 2013**

CALL TO ORDER

The meeting was called to order at 7:01 p.m. Present were Board members; Paul Werhane, Nancy Bailey, Nancy Schultz-Speck, Drew McMechan, Janet Smith, and Director James Lenze

Guest: Gary Simon

Absent: Mary Jane Schildberg (excused)

APPROVAL OF MINUTES

It was moved by Board member N. Schultz-Speck, supported by Board member J. Smith. Resolved: to accept the minutes of the Library Board meeting of April 9, 2013.

Ayes: Unanimous

DIRECTOR'S REPORT

It was moved by Board member J. Smith, supported by Board member D. McMechan. Resolved to accept the Director's report for April as presented.

Ayes: Unanimous

BILLS

It was moved by Board member D. McMechan, supported by Board member J. Smith. Resolved to accept payment of monthly bills as presented

Ayes: Unanimous

The Board asked that more details be provided on the "Gift Line" – how much revenue is going into it, from what sources, and how it is being spent.

UNFINISHED BUSINESS

- a. Strategic Planning Packet – discussion tabled
- b. Library Board Election – all six current Board Members have submitted their petitions/fees to be placed on the ballot. There was a short discussion on the next steps to be taken and deadlines to meet.
- c. Establishing a 501(c)3 Building Fund – Board Member Nancy Bailey reported that she is working on the application process.

NEW BUSINESS

- a. Bylaws – It was moved by Board member D. McMechan, supported by Board member N. Bailey. Resolved to approve the proposed changes to the Bylaws
Ayes: Unanimous.
- b. Summer Hours – It was moved by Board member N. Bailey, supported by Board member N. Schultz-Speck. Resolved to approve proposed summer hours as presented by Director Lenze, being Monday through Thursday from 10AM to 8PM, and Friday from 10AM to 4PM from Memorial Day to Labor Day.
Ayes: Unanimous
- c. Staff break time – It was moved by Board member N. Schultz-Speck, supported by Board member D. McMechan. Resolved to approve changes to staff break time as follows: Fifteen (15) minutes of paid break time is earned for each block of four (4) hours an employee is scheduled any given day. Any employee scheduled to work at least 8 hours may elect to take an additional thirty (30) minutes unpaid lunch break.
Ayes: 4 Nays: 1
- d. Intergovernmental Agreement – It was moved by Board member J. Smith, supported by Board member N. Bailey. Resolved to seek an extension/revision of the current Intergovernmental Agreement between the Library Board and the City of Garden City relating to full-time employees pension and benefits.
Ayes: Unanimous

- e. Needs Assessment – tabled until next meeting.
- f. CIPA – Tabled until next meeting.

OTHER BUSINESS

- a. Board member N. Bailey reported on the plans for planting flowers outside the Library on Thursday, May 23rd at 10AM. It was moved by Board member. Smith, supported by Board member N. Schultz-Speck. Resolved to approve the use of up to \$200 from the Building Maintenance line (790-790-775.200) for landscaping.
Ayes: Unanimous
- b. Director Lenze reported on the pros and cons of the Library having a distinct Federal Employer Identification Number. No action taken.

PUBLIC COMMENT

Gary Simon suggested that the Board consider the vacant property on Middlebelt at John Hauk extending east to the Comcast building as a site for the new library.

ADJOURNMENT

The meeting was adjourned at 9:20p.m.

Next Meeting: **Tuesday, June 11, 2013 at 7 p.m.**