

# LIBRARY BOARD MEETING MINUTES GARDEN CITY, MICHIGAN Approved

LIBRARY BOARD MINUTES FROM **June 11, 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, Mary Jane Schildberg, and Director James Lenze

Guest: Gary Simon

Absent:

## **APPROVAL OF MINUTES**

It was moved by Board member M. Schildberg, supported by Board member N. Schultz-Speck. Resolved: to accept the minutes of the Library Board meeting of May 14, 2013.

Ayes: Unanimous

## **DIRECTOR'S REPORT**

It was moved by Board member D. McMechan, supported by Board member J. Smith. Resolved to accept the Director's report for May 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 for more information on how the Library Fund's interest income is determined. The Board liked the new format in which the bills paid was presented, but also requested that the Director have copies of all bills on hand in case questions arise.

It was moved by Board member D. McMechan, supported by Board member M. Schildberg. Resolved to approve the Supplemental Appropriation increasing the **Salary & Wages** line (790-790-702.000) by \$3651.60, while decreasing the **Salary & Wages-Pages** line (790-790-702.700) by \$3,100, and **Contingencies** (790-790-965.000) by \$551.60, as presented

Ayes: Unanimous

It was moved by Board member D. McMechan, supported by Board member M. Schildberg. Resolved to approve the Supplemental Appropriation increasing the **Retiree Life Insurance** (790-790-950.603) line by \$30.60, the **Overtime** (790-790-704.000) line by \$18.06, and the **Operating Supplies** (790-790-744.100) by \$200.00, while decreasing **Contingencies** (790-790-965.000) by \$248.66 as presented

Ayes: Unanimous

## **UNFINISHED BUSINESS**

- a. Strategic Planning Packet – discussion tabled, but Director Lenze is requested to review packet.
- b. 501(c)3 Building Fund – Board member N. Bailey reported on progress.
- c. Inter-Governmental Agreement with City – Director Lenze reported that City Administration is in process of reviewing document.
- d. Needs Assessment – Director Lenze will ask City Administration and SEMCOG to assist.
- e. CIPA Compliance – “Computer and Internet Use Policy” to be reviewed and included in July agenda.
- f. Site selection update – Board member M. Schildberg reported on progress to date. Small group to walk through the Middlebelt property as soon as can be arranged.

## **NEW BUSINESS**

## **OTHER BUSINESS**

- a. District Library -- Discussed. Not a viable option at this time.

- b. FY2013-14 Budget – Director Lenze will present recommendations for reducing expenditures and amending the budget at the July meeting.
- c. Summer Reading Program – Information had been distributed to schools. Suggestion was made to host more Adult programs in the evening. Another suggestion was to distribute SRP info via PTA Facebook page.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

The meeting was adjourned at 8:30p.m.

Next Meeting: **Tuesday, July 09, 2013 at 7 p.m.**

*James B Lenze*