

# LIBRARY BOARD MEETING MINUTES GARDEN CITY, MICHIGAN Approved

LIBRARY BOARD MINUTES FROM **January 14, 2014**

## **CALL TO ORDER**

The meeting was called to order at 7:00 p.m. Present were Board members: Drew McMechan, Nancy Schultz-Speck, Janet Smith, Paul Werhane, and Director James Lenze

Guest:

Absent: Mary Jane Schildberg, Nancy Bailey,

## **APPROVAL OF MINUTES**

It was moved by Board member D. McMechan, supported by Board member J. Smith. Resolved: to accept the minutes of the Library Board meeting of December 10, 2013 as corrected.

Ayes: Unanimous

## **DIRECTOR'S REPORT**

It was moved by Board member N. Schultz-Speck, supported by Board member D. McMechan. Resolved to accept the Director's report for the month 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

## **UNFINISHED BUSINESS**

- a. Strategic Plan – No Report.
- b. Site Selection Update – No action taken
- c. QSAC Review – No action taken. President Werhane reported that there is talk in Lansing of eliminating DDA's.
- d. Library Open House -  
It was moved by Board member N. Schultz-Speck, supported by Board member D. McMechan. Resolved to appoint Board President Werhane to act as Liaison to the Friends for the purpose of coordinating plans for this event.  
Ayes: unanimous

## **NEW BUSINESS**

- a. Budget Process  
Director Lenze presented a tentative outline of dates for Budget preparation as follows:
  - a. Board Goal Setting Session on February 11, 2014
  - b. Preliminary proposed budget submitted to Board and City Manager by March 7, 2014
  - c. Board review of proposed budget on March 11, 2014
  - d. Presentation of revised proposal to Board on April 8, 2014
  - e. Council budget workshops throughout April, 2014
  - f. Public hearing on budget as part of City's public hearing mid-May 2014
  - g. Formal adoption of budget by Board resolution on June 10, 2014
- b. Establish a process for Board Member resignation
  - a. Resigning member should submit letter of resignation

- b. The letter will be officially received by Board in an open meeting
- c. Establish a process for finding Board appointees – process was discussed
- d. Zinio  
Librarian's review of Zinio was mixed but mostly favorable. Director Lenze will pursue joining TLN's Zinio group at beginning of their next contract year (May?)  
Board would like list of current magazines subscribed to by Zinio Library Group  
Board would like to try Zinio

**OTHER BUSINESS**

Board has been invited to join Mayor Walker at a multi-city celebration of Martin Luther King, Jr. Day.

**PUBLIC COMMENT**

**ADJOURNMENT**

The meeting was adjourned at 8:05pm

Next Meeting: **Tuesday, February 11, 2014 at 7 p.m.**

*James B Lenze*