

**Romeo District Library Board Meeting
Graubner Library 7:00pm
June 12, 2013**

APPROVED MINUTES

			VOTE					
			Treasurer	President	Trustee	Secretary	Trustee	Vice President
			Beauvais	Collins	Fortuna	Lenaway	Meloeny	Miller
	Agenda Item	Motion /Discussion						
I	Call to Order	Meeting called to order at 7:00 P.M. Present: Beauvais, Collins, Lenaway, Meloeny Absent: Fortuna, Miller Staff Members Present: Boerman, Schultz, Valyi-Hax						
II	Pledge of Allegiance							
III	Introductions	None						
IV	Approval of the Agenda	Meloeny moved and Lenaway supported motion to approve the agenda of the regular board meeting of June 12, 2013 with the following change: Move Item #1 under New Business to Item #2 under Report of the President. MOTION CARRIED	Aye	Aye	Absent	Support	Motion	Absent
V	Approval of the Minutes	Beauvais moved and Meloeny supported motion to approve the minutes of the May 8, 2013 regular board meeting with the following correction: On page 3, Item IV, first sentence, change "On Thursday, May 2, Valyi-Hax will be attending..." to "On Thursday, May 2, Valyi-Hax attended..." MOTION CARRIED	Motion	Aye	Absent	Aye	Support	Absent
VI	Financial Issues and Reports							
	1. Report by the Director Concerning Library Finances	Updated open items report, check and payroll register, and summary of disbursements were passed out. The bank statement had not yet been reconciled at the time the board packet was distributed, so an updated balance sheet, bank register, income statement, budget to actual, income and appropriation financial report were also passed out.						
	2. Approval of Vouchers	Beauvais moved and Meloeny supported motion to approve vouchers in the amount of \$153,573.87. MOTION CARRIED	Motion	Aye	Absent	Aye	Support	Absent
	3. Approval of Receipts	Lenaway moved and Beauvais supported motion to approve receipts in the amount of \$23,458.33. MOTION CARRIED	Support	Aye	Absent	Motion	Aye	Abent
VII	Report of the President							
	1. Committee Reviews/Reports	Finance Committee: A financial committee meeting was held on June 3. An amended pre-budget showing last year's amended and next year's proposed budget was distributed. The public budget hearing will be June 25.						

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VII	<p>Report of the President Cont.</p> <p>1. Committee Reviews/Reports Cont.</p> <p>2. 2013-2015 Board Officer Positions – From The Bylaws</p>	<p>Strategic Planning Committee: Meloeny gave an overview of the strategic planning committee meeting held on June 4. It was attended by approximately 10-12 people. Meloeny stated that there was good participation and dialog. He stated that the committee is ready to take the next step and begin identifying strategies.</p> <p>Section 3. The officers shall be elected at the June meeting for a term of two (2) years beginning July 1. Vacancies in office shall be filled by appointment of the President and approved by the Board at the next regular meeting of the Board after the vacancy occurs. In the event of the President resigning, the Vice-President shall assume the office of President and shall appoint a Vice-President, to be approved by the Board at the next regular meeting of the Board after the vacancy occurs.</p> <p>Collins informed the board that she will be stepping down from her position as President as she is moving out of the Romeo area. Collins presented the board with nominations for 2013-2015 board officer positions as follows: Elizabeth Miller President Romeo Deb Beauvais Vice President Bruce Twp. Mike Meloeny Treasurer Bruce Twp. Joann Lenaway Secretary Washington Twp. Joe Fortuna Trustee Washington Twp.</p> <p>Ayes: Beauvais, Collins, Lenaway, Meloeny Nays: None</p>						
VIII	Report From Friends of the Library	No report from Friends. Valyi-Hax stated that the book sale at Graubner Library on May 21–May 24 and May 28–May 31 was a success. Friends will be sponsoring the annual garden walk on July 13. Tickets are available at the library. It was advertised in the Romeo Observer today.						

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IX	Director's Report	<p>I. Romeo's 175th Anniversary Celebration was a huge success. Valyi-Hax gave a lot of credit to Sara Murray, Kim Hale, and all of the volunteers who put it all together. Valyi-Hax helped out with checking in classic cars. The oldest car was a 1916 Model T. The Kezar Library hosted magician Gordon Russ who performed outside on the lawn on the Main Street side. Later that evening, the laser light show told the historical story of Romeo. A very good-sized crowd was present to see and hear the event.</p> <p>II. On Wednesday, May 29, Valyi-Hax met with Richard Cory, Bruce Township supervisor. They talked for about half an hour and touched on issues that are important to libraries such as the removal of personal property tax, and how district libraries are formed. Valyi-Hax also let him know that the library has space if he wants to hold office hours outside of the Bruce Twp. Offices. It was a good conversation, and Valyi-Hax looks forward to many more in the future.</p> <p>III. Valyi-Hax had an outpatient surgery on June 5. On her doctor's advice, she stayed at home June 5-7, but worked from home.</p> <p>IV. On Monday, June 3, the Finance Committee met to discuss the final amendment of the 2012-2013 budget and the 2013-2014 budget. On Tuesday, June 4, the Strategic Planning Committee met. This committee was made up of board, staff, and community members. It was a successful first conversation about setting the library's priorities for the next five years. Valyi-Hax was very pleased with the progress they made.</p> <p>1. Department Reports Adult Services</p> <p>May was somewhat quiet with the preparations beginning for the Summer Reading Program starting in mid-June.</p> <p>Glen had an exciting program with 40 participants called, <i>Civil War Days</i>. There was a live cannon shot that took place on the side lawn of the library. Civil War reenactors came out in costume to discuss the role of the cannon in the war, the procedural steps on firing a cannon, and then opened the floor to participant questions. Overall, the program was educational, lively, and exciting.</p>						

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IX	Director's Report Cont. 1. Department Reports Cont. Adult Services Cont.	<p>Kathy had her two book groups meet this month with ten attending the Tuesday Book Group and three attending the Make Mine Murder group. The author, J. Ryan Fenzel, stopped by the library to discuss his books "Descending from Duty", a Great Lakes techno-thriller released in 2006, "Inherit All Things", a thriller set in west Michigan, and his next book "Allied in Irons." This program had three participants attend.</p> <p>The department handled 24 faxes, 2 proctoring of exams, two online reference questions, and 11 patron outreaches.</p>					
	Children's Services	<p>The Lego Club met and had 25 participants. Mother's Day Craft had 42 little crafters. The Macomb Family Services met three times this month and had 92 participants.</p> <p>Four Welcome Baby packages were handed out. The Welcome Baby packages are given out to the newest members of our community. The packages include a board book, a booklet on nursery rhymes, a growth chart, a pamphlet on raising a reader, any flyers from the library and a magazine from Great Parents/Great Start.</p> <p>They have been busy getting ready for summer reading. This year's theme is <i>Dig Into Reading</i>. They expect at least 500 children to participate and have 18 programs to keep them occupied.</p>					
	Kezar Branch	<p>This month they are looking forward to Julie Oparka's book to finally be released. The title is <i>Crochet-Opedia: The Only Crochet Reference You'll Ever Need</i>. Julie will be hosting a book signing party in September and then will start a Beginner Crochet class in October.</p> <p>Chuck continues to visit the Croswell head start and preschool class rooms for a total of 82 children attending each month.</p> <p>They hosted a Prescription Drug Plan program along with Crochet group and the "Great Books" book group.</p>					

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Director's Report Cont. 1. Department Reports Cont. Kezar Branch Cont.	<p>This month, Bill Grandstaff, a local Civil War historian, will be speaking about Alonzo Cushing and his contribution to the war. The program will take place on Thursday, June 27 at 6:00 p.m.</p> <p>Their first Summer Reading Program will take place on Saturday, June 11 at 11:00 a.m. – Grow It! Songs, stories and crafts with a gardening theme.</p>							
Technical Service	<p>Technical Services processed 723 items for the Graubner Library and 339 items for the Kezar Library in the month of April. The new computers for the public in the Adult Services room at the Graubner Library will be installed within the next month.</p>							
2. Special Report from Adult Services	<p>Heather reviewed upcoming Teen Events such as the Dome Theatre on June 20th, Flying Aces on July 16th, Family Fun Day on July 27th to name a few.</p> <p>Heather stated that the Summer Reading Clubs begin, and to kick the program off, there will be a Dome Theatre set up in the Children's area on June 20th with various shows provided for all ages from children to teens and adults. A huge thank you to the Friends of the Library for sponsoring this activity.</p> <p>Heather gave highlights of Family Fun Day to be held on July 27 from 12:00 pm to 3:00 pm. Some of the expected events include a human hamster ball, a bounce house, Wowsie the Clown, chair massages, a police dog visit, and face painting.</p>							
X	Old Business	None						
XI	New Business 1. 2013-2015 Board Officer Positions	Item moved under Report of the President, Item #2.						

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XI	New Business Cont. 2. First Review: Final 2012-2013 Budget Amendment 3. First Review: 2013-2014 Budget	Valyi-Hax provided the board with a report that contained the information for their review. Valyi-Hax provided the board with a report that contained the information for their review. The next Public Budget Hearing will be held on June 25, 2013.						
XII	Public Participation	None						
XIII	Adjournment	At 7:35 P.M., Beauvais moved and Meloeny supported motion to adjourn. MOTION CARRIED	Motion	Aye	Absent	Aye	Suport	Absent