

<p>Romeo District Library Regular Meeting</p> <p>Wednesday, January 13, 2010</p> <p>Graubner Library 65821 Van Dyke Washington, Michigan 48095</p> <p>MINUTES</p>	<p>APPROVED MINUTES</p>
<p>President Kathleen Eubank called the meeting to order at 7:02 pm.</p> <p>Members present: Kathleen Eubank, Carol Marshall, Elizabeth Miller, Michael Pohlod, Anna Reiz, Stephanie Sochowicz</p> <p>Members absent: None</p> <p>Employees present: Library Director Mary Elizabeth Harper and Donna Picklo, Administrative Assistant as recording secretary</p> <p>Others Present: Susan Brockmann, Bruce Twp. Clerk and accounting manager for RDL</p>	<p>CALL TO ORDER</p>
<p>AGENDA: Motion by Pohlod, support by Reiz to approve agenda as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p>	<p>APPROVAL OF AGENDA</p> <p>MOTION CARRIED</p>
<p>APPROVAL OF MINUTES: Motion by Reiz, support by Marshall to approve the minutes of December 9, 2009 Board of Trustees meeting as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p> <p>APPROVAL OF CLOSED SESSION MEETING MINUTES: Motion by Miller, support by Pohlod to approve the closed session minutes of December 9, 2009 as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p> <p>PUBLIC PARTICIPATION None.</p> <p>FINANCIAL REPORT/INVESTMENTS: Brockmann reported: Correction to revenue/expenditure report in regards to medical premium; Bruce working on EFT. Pohlod is pleased that Washington is doing EFT now.</p>	<p>APPROVAL OF MINUTES December 9th BOARD OF TRUSTEES</p> <p>MOTION CARRIED</p> <p>APPROVAL OF MINUTES December 9th CLOSED SESSION</p> <p>MOTION CARRIED</p> <p>PUBLIC PARTICIPATION</p> <p>FINANCIAL REPORT/INVESTMENTS</p>

<p>Motion by Pohlod, support by Reiz to approve financials as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p> <p>BUDGET AMENDMENT Brockmann worked with Harper to prepare a draft of recommended amendments; she suggested the board approve changes to the accounts that equal zero in order to have a balanced budget and wait until February to adjust revenue.</p> <p>Motion by Pohlod, support by Reiz by to amend the budget lines for General Services, Circulation, and Buildings and Grounds.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p>	<p>MOTION CARRIED</p> <p>BUDGET AMENDMENT</p> <p>MOTION CARRIED</p>
<p>BILLS AND SALARIES: Eubank questioned paying more than one bill a month to the same company. Pohlod stated the statements may come late. Harper to confirm bill in question is correct.</p> <p>Motion by Miller, support by Pohlod to approve the bills and salaries as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p>	<p>BILLS AND SALARIES</p> <p>MOTION CARRIED</p>
<p>DIRECTOR'S REPORT: Director Harper reported that all SLC member libraries made decision to require patrons to obtain library card from home library—which is a procedural change. Discussion regarding charging non-residents for DVDs which may result in the media collection being more available for RDL residents; ¼ of all media circulation is by non-residents. A related discussion focused on setting limits on the number of DVDs that can be checked out, charging for new material, and increasing overdue fees. The first State Aid checks have not been issued yet.</p> <p>Discussion regarding timeliness of CDBG-funded concrete work at Kezar resulted in the decision to begin the bid process for an architect soon.</p> <p>Motion by Miller, support by Sochowicz for Harper to proceed with the bid process for an architect for the Kezar CDBG project.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p>	<p>DIRECTOR'S REPORT</p> <p>REQUEST FOR PROPOSAL ARCHITECT</p> <p>MOTION CARRIED</p>

<p>OLD BUSINESS: STRATEGIC PLAN: Was presented by Sochowicz and Miller, who reviewed the key points. Discussion included location of drop box as a high priority goal; Kezar hours of operation and staffing; posting Board meeting agendas on website; old computers being used for parts, all of which will be discussed as separate matters in the future.</p> <p>Motion by Reiz, support by Pohlod to approve Strategic Plan as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p> <p>BOARD TRAINING: Discussion about training resulted in the decision to have two separate events.</p> <p>Motion by Miller, support by Sochowicz for Harper to schedule training with Christine Hage and to schedule training with library attorney prior to a board meeting.</p> <p>AYES: Eubank, Miller, Reiz, Sochowicz NAYS: Marshall, Pohlod ABSENT: NONE</p> <p>BRUCE TWP. ACCOUNTING CONTRACT: Harper comfortable with changes that Brockmann made. Pohlod in agreement with contract.</p> <p>Motion by Pohlod, support by Sochowicz to accept approved contract with Bruce Twp.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p>	<p>OLD BUSINESS STRATEGIC PLAN</p> <p>MOTION CARRIED</p> <p>BOARD TRAINING</p> <p>MOTION CARRIED</p> <p>BRUCE TWP. ACCOUNTING CONTRACT</p> <p>MOTION CARRIED</p>
<p>NEW BUSINESS: CIRCULATION POLICY UPDATE</p> <p>Motion by Reiz, support Miller that effective March 1, 2010 everyone needs to have valid library card to check out materials or use the computers.</p> <p>AYES: ALL NAYS: NONE ABSENT: NONE</p>	<p>NEW BUSINESS CIRCULATION POLICY UPDATE</p> <p>MOTION CARRIED</p>
<p>COMMENTS: Miller invited all board members to attend the community wide Action for Earth project on Sunday, April 25' 2010.</p>	<p>COMMENTS</p>

ADJOURNMENT: Motion by Pohlod, support Marshall by to adjourn at 8:29 pm. AYES: ALL NAYS: NONE ABSENT: NONE	ADJOURNMENT MOTION CARRIED
<div> <div>_____</div> <div>Stephanie Sochowicz , Secretary</div> </div> <div> <div>_____</div> <div>Date</div> </div> <div> <div>_____</div> <div>Donna Picklo, Recording Secretary</div> </div> <div> <div>_____</div> <div>Date</div> </div>	