

<p>Romeo District Library Regular Meeting</p> <p>Wednesday, April 14, 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 7:06 pm.</p> <p><b>Members present:</b> Kathleen Eubank, Carol Marshall, Elizabeth Miller, Michael Pohlod, Anna Reiz, Stephanie Sochowicz</p> <p><b>Members absent:</b> None</p> <p><b>Employees present:</b> Library Director Mary Elizabeth Harper and Donna Picklo, Administrative Assistant as recording secretary.</p> <p><b>Others Present:</b> Dana Jenuwine, Bruce Twp. Accounting Assistant.</p>	<p>CALL TO ORDER</p>
<p><b>AGENDA: Motion by Reiz, support by Miller to approve agenda as amended:</b></p> <p><b>X. New Business</b></p> <p>    <b>d. Board Calendar</b></p> <p>    <b>e. Board Training Date</b></p> <p>    <b>f. Gate Keeper</b></p> <p><b>AYES: ALL</b> <b>NAYS: NONE</b> <b>ABSENT: NONE</b></p>	<p>APPROVAL OF AGENDA</p> <p>MOTION CARRIED</p>
<p><b>APPROVAL OF MINUTES: Motion by Reiz, support by Pohlod to approve the minutes of March 10, 2010 Board of Trustees meeting with the following amendment:</b></p> <p><b>FINANCIAL REPORT/INVESTMENTS:</b> Pohlod requested to invest monies separately with Edward Jones or other banking institution to be fully insured under Public Act 20 for up to \$250,000 for each investment.</p> <p><b>AYES: ALL</b> <b>NAYS: NONE</b> <b>ABSENT: NONE</b></p> <p><b>PUBLIC PARTICIPATION</b> None</p> <p><b>FINANCIAL REPORT/INVESTMENTS:</b> Pohlod questioned if any further expenditures will be made under Technical Services Dept 251, Harper stated there would be not be.</p>	<p>APPROVAL OF MINUTES March 10<sup>th</sup> BOARD OF TRUSTEES</p> <p>MOTION CARRIED</p> <p>PUBLIC PARTICIPATION</p> <p>FINANCIAL REPORT/INVESTMENTS</p>

<p><b>Motion by Pohlod, support by Reiz to approve April financials as presented.</b></p> <p><b>AYES: ALL</b>  <b>NAYS: NONE</b>  <b>ABSENT: NONE</b></p> <p><b>INVESTMENTS:</b> Pohlod questioned if Harper was able to check with Edward Jones to make sure we are fully insured on \$250,000 investments. Pohlod is concerned about the money market account.</p> <p><b>BUDGET AMENDMENT:</b> Harper stated the money was not put into a line called computer support. Harper recommends money be put into this account to pay for services. Money moved from public relations (quarterly newsletter).</p> <p><b>Motion by Pohlod, support by Miller to approve budget amendments as submitted.</b></p> <p><b>AYES: ALL</b>  <b>NAYS: NONE</b>  <b>ABSENT: NONE</b></p>	<p><b>MOTION CARRIED</b></p> <p><b>INVESTMENTS</b></p> <p><b>BUDGET AMENDMENT</b></p> <p><b>MOTION CARRIED</b></p>
<p><b>BILLS AND SALARIES:</b> Miller questioned the check outs on the Playaways. Miller would like to see data to make sure the usage is justified by the price.</p> <p><b>Motion by Pohlod, support by Marshall to approve the April bills and salaries as presented.</b></p> <p><b>AYES: ALL</b>  <b>NAYS: NONE</b>  <b>ABSENT: NONE</b></p>	<p><b>BILLS AND SALARIES</b></p> <p><b>MOTION CARRIED</b></p>
<p><b>DIRECTOR'S REPORT:</b> Director Harper reported: Letter will be sent to legislators Lund and Sanborn and also to Governor Granholm regarding library funding at state level; MLA membership is \$690 and Harper would like to reinstate membership; Pohlod would like MLA membership brought to the Board as a budget item in next year's budget; public copier needs to be replaced.</p>	<p><b>DIRECTOR'S REPORT</b></p>
<p><b>OLD BUSINESS:</b>  <b>CIRCULATION LIMITS:</b> Harper and Department heads suggested the limits of DVDs, Blue-rays, and video games.</p> <p><b>Motion by Sochowicz, support by Miller to adopt circulation limit of two 1-day DVDs, Blu-rays, and video games; and ten 7-day DVDs and Blu-rays beginning May 15, 2010 .</b></p> <p><b>AYES: ALL</b>  <b>NAYS: NONE</b>  <b>ABSENT: NONE</b></p>	<p><b>OLD BUSINESS</b>  <b>CIRCULATION LIMITS</b></p> <p><b>MOTION CARRIED</b></p>

<p><b>DIRECTOR'S REVIEW:</b> Tabled until next month's meeting. Board members will review report and discuss at May meeting.</p>	<p><b>DIRECTOR'S REVIEW</b></p>
<p><b>NEW BUSINESS:</b>  <b>CLOSED DATES FOR REMAINDER OF 2010:</b> Harper stated dates are needed at least 6 months in advance so SLC programmer is able to program material due dates. Current RDL calendar was not set past May 31<sup>st</sup> due to union contracts. Harper proposed closing the following: May 30, May 31, July 5, September 6, November 25, December 24, December 25, December 31.</p> <p><b>Motion by Miller, support by Pohlod to approve proposed holiday closings dates for the remainder of 2010.</b></p> <p><b>AYES: ALL</b>  <b>NAYS: NONE</b>  <b>ABSENT: NONE</b></p> <p><b>LEGISLATURE LETTER:</b> Discussed in Director's Report.</p> <p><b>BIDS:</b>  <b>LAWN:</b> Harper recommends Board authorize her to work with Scott's Lawn Maintenance for develop plan for both properties with limitations in terms of fertilizing, mowing height, and other concerns as discussed by finance committee.</p> <p><b>Motion by Miller, support by Sochowicz to a go into 2 year contract with Scott's Lawn Maintenance with prices as quoted.</b></p> <p><b>AYES: ALL</b>  <b>NAYS: NONE</b>  <b>ABSENT: NONE</b></p> <p><b>KEZAR CDBG:</b> Pohlod requested pricing break down of entire project. Harper to be on April 22 agenda for Romeo Village Historical Commission meeting. Permit ready drawings deadline for May Planning Commission is May 7. Harper stated that Lipka is confident with all 3 bidders. Harper to ask bidders for alternate line item pricing regarding re-routing downspouts , wiring for outside lighting, and stair repair—none of which is covered by the CDBG grant.</p> <p><b>Motion by Miller, support by Marshall to work with Robert Lipka to select an architect for a total lump sum not to exceed \$5,000.</b></p> <p><b>AYES: ALL</b>  <b>NAYS: NONE</b>  <b>ABSENT: NONE</b></p> <p><b>BOARD CALENDAR:</b> Board calendar needs following additions:</p>	<p><b>NEW BUSINESS</b>  <b>CLOSED DATES FOR 2010</b></p> <p><b>MOTION CARRIED</b></p> <p><b>LEGISLATURE LETTER</b></p> <p><b>LAWN BIDS</b></p> <p><b>MOTION CARRIED</b></p> <p><b>KEZAR CDBG</b></p> <p><b>MOTION CARRIED</b></p>

<p>January – strategic plan; March or April – Lawn contract</p> <p><b>TRAINING DATE:</b> Board to meet at 5:30 pm on Tuesday, May 11<sup>th</sup> with Library attorney and to discuss budget. Board to email Harper budget suggestions before May 11<sup>th</sup>.</p> <p><b>GATE KEEPER:</b> Tabled until May meeting. Need clarification from Library attorney.</p>	<p><b>BOARD CALENDAR</b></p> <p><b>BOARD TRAINING</b></p> <p><b>GATE KEEPER</b></p>
<p><b>COMMENTS:</b> Miller requested Kezar hours placed on May agenda.</p>	<p><b>COMMENTS</b></p>
<p><b>ADJOURNMENT: Motion by Marshall, support by Sochowicz to adjourn at 8:32 pm.</b></p> <p><b>AYES: ALL</b> <b>NAYS: NONE</b> <b>ABSENT: NONE</b></p>	<p><b>ADJOURNMENT</b></p> <p><b>MOTION CARRIED</b></p>
<p>_____ <b>Stephanie Sochowicz , Secretary</b></p> <p>_____ <b>Donna Picklo, Recording Secretary</b></p> <p>_____ <b>Date</b></p> <p>_____ <b>Date</b></p>	