

Minutes of the Charles A. Ransom District Library Board of Trustees – January 15, 2008

Meeting was called to order by President Asselmeier at 7:10 p.m.

Member present: Asselmeier, Klein, Heed, Gelbaugh, Haan

Members absent: Davis, Prentice

Director Katie Bell-Moore

No Public

Minutes of the December 18, 2008 meeting were reviewed.

Motion to approve as written Klein/Gelbaugh carried.

Financial Report: Donations totaling \$1150.00 have been made to the Endowment Fund due to year end contributions. Report was reviewed. Any line item adjustments will be made in February.

President's Report- Presented information comparing area library hours. Ransom is open 64 hours per week, while Kalamazoo is open 61 and Otsego 44. Suggested a letter to the editor be written to thank the staff. Klein will compose a letter for the next board meeting.

Director's Report

Building:

- Brian Stefl completed the project to tunnel underneath the concrete at the front entrance so lights can be repaired.

Programs:

- Adult program with Morry Edwards
- January 22 Estate Planning with Susan Prentice-Sao
- January 24 Super Bowl Snacks – Nancy's Kitchen
- Children programs will include lego contest, kiddie karaoke & parachute play
- Tax forms are in

Administrative:

- Completed annual report for state-requirement for state aid funding
- Will begin annual reviews
- Moved reference to back wall and donated shelving to Martin Library

Committee Reports

Budget: No report

Building and Grounds: No report

Endowment: No report

Personnel: No report

Public Relations: No report

Trustee Comments: No Comments

Comments from Public: No Public

Continued Business:

- Establishing new retirement program: Budget/Personnel Committees will meet jointly to establish criteria for new program on January 29 at 6:00 p.m.
- Review of old SEP plan and make proper corrections if necessary.
Motion to authorize Asselmeier and Bell Moore to work together to investigate requirements if any corrections to the SEP plan needs to be made and to contact an attorney if necessary. Haan/Gelbaugh carried.

New Business:

Thank you note from Carol Borgais for staff Christmas gift.

Motion to adjourn Gelbaugh/Klein carried.

Respectfully submitted,

Connie Haan, Secretary

