

Minutes of the regular meeting of the Ransom District Library Board of Trustees – October 20, 2009

Call to order: Meeting was called to order by President Asselmeier at 7:05 p.m.

Members present: Asselmeier, Prentice, Heed, Gelbaugh and Haan

Members absent: Kenney and Klein

Director Katie Bell Moore

Guest: Tony Clark

Special Agenda Items: Items added to the agenda

1. Video taping of Board Meetings by the Board.

Prentice asked President Asselmeier to add this topic as a special agenda item.

Discussion: It was President Asselmeier's desire to begin video taping board meetings so they would be available for the public to review. He explained under the Freedom of Information Act, video taping was allowed. Board members expressed their surprise that there had not been board approval or consensus prior to the President's decision to video tape this and future meetings. After a lengthy discussion on the pros and cons of video taping meetings a motion was made:

Motion Prentice/Haan not to video tape monthly board meetings by the board, however, recognizing the requirements of the Open Meeting Act that allows the public to tape meetings as long as they follow the guidelines within the Act. Roll call vote: Prentice yes, Haan yes, Heed yes, Gelbaugh no and Asselmeier no. 3 yes and 2 no – Motion carries.

2. Bid from CTS for updates of public computers –

Tony Clark presented to the board a bid from CTS for upgrades of the current public computers and suggestions on improvements to present systems. Board of to consider this bid will be discussed under New Business

Consent Agenda – Minutes of the September 15, 2009 regular meeting

Motion Prentice Heed to approve minutes with the spelling correction "moral to mural"
Motion carried.

Financial Report –

The audit went well. There were general question regarding laddering the CD's as the mature. Gelbaugh will look into the amount that should be carried in the checking balance.

President's Report- No Report

Director's Report-

Financial

- The audit was completed on October 12th. The process went very smoothly and they had very few questions for us.
- I am meeting with Jim Meles at Edward Jones on Monday, October 19th to discuss the CD investment plan. I will have an update at the board meeting.

Building

- We had a terrific response to the request for painting bids with ten responses. The bid process is getting smoother with each project we do.
- I am holding off on soliciting quotes for replacing the interior double doors until November.

Programs

- Wade Rouse visited on October 15th and gave a very funny presentation for an appreciative crowd. Wade has written several books and his latest, "At Least in the City Someone Could Hear Me Scream: Misadventures in Search of the Simple Life" was a Today Show "must read". This memoir chronicles the culture shock he experienced in moving from a large city to Saugatuck.
- Please make sure to read the latest library newsletter to learn about other great programs happening in the next few months.

Administrative

- Alan Asselmeier and Erin Marsh have visited parent groups at Cooper and Starr Elementary schools to publicize the library's services.
- Staff Development Day was held on October 12th. We used this opportunity to review all library procedures, with a special emphasis on customer service.
- We have received \$2,365 in memorial donations for Pat Davis. \$600 of these donations has been specified to use for the mural project; the rest were not designated for any specific purpose.. We have received the final mural bill from Conrad Kaufman for \$1020; I will double-check with Carol about remaining grant money and pay the rest from the donations. We don't have a plan yet for the remaining donations.
- I solicited quotes for new patron computers from Tony Clark, Cybermind and Secant. Quotes from Tony and Cybermind are in your mailboxes; Secant has yet to submit their quote.

Committee Reports:

Budget – Did not meet, would like to set a date for a committee meeting in January for budget review.

Building and Grounds- No Report

Endowment – CD renewed for 2 years at 1 1/2 %

Personnel – Meet on the 17th to make recommendation of bonus for qualified employees.

Public Relations – Visits to Parent Groups and Schools

Continued Business: No Continued Business

New Business:

Computer Bids:

Two bids were presented for review. One from CTS, Plainwell and the other from cyberMind Corporation, Kalamazoo. Both bids quoted replacement of 8 computers/software.

After review of both bids a motion was made Prentice/Haan to accept the bid from CTS for 8 computers at a cost of up to \$8400.00. Roll call Heed yes, Gelbaugh yes, Prentice yes, Haan yes, Asselmeier yes. 5 yes 0 no motion carried.

Painting Bids:

Director Bell Moore suggested this decision be table to have the contractors re bid this project with a more consistent spec requirements.

Employee Bonuses:

The committee recommended the budgeted amount, however this item was tabled to look into a clearer accounting of available funds in the wage and salary category due to a lower than expected increase in health care premiums.

Adjournment : Motion to adjourn Prentice/ Haan at 8:15 p.m.

Respectfully submitted,

Connie Haan, Secretary

