

Minutes of the Regular Meeting of the Charles A. Ransom District Library Board of Trustees

February 21, 2017

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

Members Present: Klade, Asselmeier, Gelbaugh, Vance, Parsons, Keeney

Members Absent: Klein, Haan

Public: Phil Caruso, representing the Friends of the Library

Also present: Director Gross, Assistant Director Marsh

Special Agenda Items: None

Consent Agenda: Minutes of the regular board meeting of January 17, 2017 – Motion Klade/Parsons to approve as written. Motion carried.

Financial report: Director Gross reviewed the written report with the Board. At the end of January, 64% of income received, 62% of budget spent.

President's Report: Commented on lovely Sunday concerts. Also noted that DVDs flew off the shelves in January.

Director's Report: As written on February 21, 2017. We have filed our annual report with the Library of Michigan as of January 30. We have submitted our numbers to MMRMA for liability insurance renewal. Attendance at the Zion Lion concert was 140; at May Erlewine the count was 80. The library is preparing to offer Hoopla to its patrons. This is a streaming service of documentaries and films. Bids were sought for the landscaping, with only two received. Phil Martin's name has been removed from signature cards at 1st National Bank of Michigan and PNC. Sallie Tallon's name has been added at PNC. Trustees need to sign the new cards. The Good Reads station opened today.

Assistant Director's Report: Attended Starr Elementary for Trojans program and promoted 1000 Books Before Kindergarten program. Attended Head Start reading program tonight. The 20th anniversary of Dr. Seuss night is March 7th. This year there will be two reading stations and two game stations. Marsh has applied for a grant from NASA for 200 pairs of eclipse glasses for August 21st. There is a princess party planned for April 6th through an outside organizer. TV8 is coming.

Committee Reports:

- Budget – met January 25th to revise budget
- Building and Grounds - none
- Endowment – met February 5th to discuss policies and by-law changes
- PR – none
- Personnel – none

Comments from the Public: None.

Continued business:

- Motion made by Keeney/Gelbaugh to accept Policy #2 [Internet Access] as revised. Yes: Klade, Parsons, Keeney, Gelbaugh, Asselmeier, Vance
- Endowment/Investment – Klade noted changes to the endowment by-laws and the investment policy. These are modelled after current Policy #72 for general funds, which in turn is modelled after the Library of Michigan guide. Because we have seen this previously, this is

counting as the second reading. Motion to approve with changes made by Parsons/Keeney.
Yes: Klade, Parsons, Gelbaugh, Keeney, Asselmeier, Vance.

- A first reading of the By-laws changes was made.

New Business:

- Asselmeier announced formation of a Building Committee consisting of Gelbaugh and Keeney, with Gross as chairperson, and Marsh and Sara Weyenberg as staff. Asselmeier will be ex-officio member.
- Mid-year budget revisions were considered. Parsons/Keeney moved to accept the revisions. Passed.
- Only one landscaping bid was satisfactory and complete, that of the current contractor, Outdoor Solutions Group. Gelbaugh/Klade moved to accept the bid for a two year term. Passed.

Next Meeting: March 21, 2017

Adjournment: Keeney/Klade moved to adjourn. Carried. Meeting adjourned at 8:55 p.m.

Respectfully Submitted,

Pat Vance

Acting Secretary