

# MINUTES OF THE REGULAR MEETING

JUNE 15, 2015

Charles A. Ransom District Library

Board of Trustees

**Meeting was called to order by President Asselmeier at 7:00 p.m.**

**Members Present:** Gelbaugh, Parsons, Klein, Klade, Asselmeier, Vance.

**Members Absent:** Keeney and Haan.

**Also Present:** Director Joe Gross, Assistant Director Erin Marsh, public Phil Caruso and a representative of one of the copier companies.

**Consent Agenda:** Minutes of the April 21<sup>st</sup> and May 19<sup>th</sup> regular meetings were approved as presented with one exception: The May 19<sup>th</sup> statement for public relations should read " Vance sill speak to Theresa Bray to set up a meeting about the library to be included in the Foundation's newsletter.

**Financial Report:** Presented by Gross and reviewed by the board.

**President's Report:** None

**Director's Report:** Health insurance has been renewed with Priority Health through Clearwater Financial. Friends of the Library had a book sale downtown as part of Plainwell Days. Electrician Randy Stone will begin changing lamps and fixtures this month. It will cost less than expected because of the size of the Consumer's rebates: \$3000 to replace every light and fixture.

**Assistant Director's Report:** Summer reading has begun in a spectacular fashion with greater than 250 enrolled the first week. There have been two large programs attended by 50-125 people with positive feedback from staff and parents.

## Committee Reports:

**Budget:** None

**Building and Grounds:** None

**Endowment:** There will be a meeting June 23<sup>rd</sup> at 7 p.m.

**Personnel:** Klein and Parsons prepared for board elections

**Public Relations:** None

**Trustee Comments:** Parsons thanked the Friends for their book sale.

**Comments from the Public:** The place the Friends were given worked well for the sale, and the sale netted \$170.

## **Continued Business:**

**Election of Board Officers:** Klein and Parsons proposed that we have the same officers with Vance acting as vice-secretary when the regular secretary is absent. Unanimous approval.

**2015-2016 Budget second reading:** Gelbaugh proposed that the budget be approved. Seconded by Parsons. Unanimous approval.

**Millage Levy Approval:** Parsons proposed that we approve levying the full 1.5176 mils for the next fiscal year. Klein seconded. Unanimous approval.

## **New Business:**

**Copier Bid Selection:** Gelbaugh proposed that we accept the bid from Cornerstone as recommended by Gross. Klade seconded. Klade, yes. Gelbaugh, yes. Asselmeier, yes. Vance, yes. Klein, abstain.

**New FOIA Policy, First Reading:** This policy was prepared by lawyer Anne Seurynk at Director's request. We need to be in compliance with new FOIA regulations by July 1<sup>st</sup>. This policy allows us to charge for filling FOIA requests.

**Discussion of Nehil/Sivak Library Condition Audit:** Another engineer will be contacted by Nehil as to whether we can add on or build new. Consultation with architects will also be done. The Board agrees this is a good way to go.

**Next Regular Meeting: July 21, 2015.**

**Special Meeting for Budget and FOIA: June 27<sup>th</sup> at 10 a.m.**

**Meeting Adjourned at 8:20 p.m.** Klein motioned, Parsons seconded.

**MINUTES OF THE SPECIAL PUBLIC MEETING**  
**JUNE 16, 2015**  
**FOR APPROVAL OF THE MILLAGE LEVY**

**Present:** Asselmeier, Gross, Klade, Vance, Marsh, Gelbaugh, Klein, Parsons.

**Meeting was called to order at 6:35 p.m. by President Asselmeier.**

As stated by President Asselmeier, this meeting is being held for the express purpose of allowing public comment and input about our levying 1.5176 mils for the library for the coming fiscal year. No public attended the meeting so no comments were heard.

**The meeting adjourned at 7:00 p.m.**

**MINUTES OF THE SPECIAL MEETING**  
**JUNE 27, 2015**  
**Board of Trustees of the Ransom District Library**

**Present:** Asselmeier, Gelbaugh, Vance, Gross.

**Meeting was called to order at 10:30 a.m. by President Asselmeier.**

**Business:**

**Final Amended Budget for 2014-2015:** Motion made by Gelbaugh and seconded by Vance to approve the final budget amendments as presented. Unanimous approval with phone-in votes by Klade and Parsons.

**FOIA Policy, second reading:** Motion made by Gelbaugh and seconded by Vance to accept as policy the FOIA policy presented at the June 16, 2015 meeting. Unanimous approval with phone-in votes by Klade and Parsons.

**Meeting was adjourned at 10:45 a.m.**