

Minute of the Charles A. Ransom District Library Board of Trustees – July 18, 2006

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

Members Present: Prentice, Davis, Gelbaugh, Keeney, Haan, Asselmeier

Members Absent: Bush,

Director: Katie Bell Moore

Four Public

Special Agenda Items: No items

Minutes:

- Motion to approve the June 20, 2006, minutes with correction of complete name of the Co-op Director Gail Powers Schaub. Davis/Gelbaugh carried.
- Motion to approve Truth and Taxation Meeting as presented. Davis/Prentice carried.

Financial Report:

Director Bell-Moore and Treasurer Gelbaugh presented a year end report of transfers to close the books for 2005-06. After a review of the transfers:

Motion Davis/Gelbaugh to approve transfers as presented in Budget Adjustment Report dated July 18, 2006. Roll call vote: Keeney yes, Prentice yes, Gelbaugh yes, Haan yes, Davis yes, Asselmeier yes. Motion passed 6 yes 0 no.

President's Report: President Asselmeier read a statement on what has been accomplished this past year with policy reviews and other projects and thanked the board and staff. He will appoint committees this month, including a Steering Committee, to meet on August 17 at 6:30 p.m.

Director's Report:

- Financial – Auditor has scheduled the audit for August 14th at a cost of \$3100.00
- Stats- the records show that the Library has had record numbers. There has been a problem with Verso that is being repaired
- Meetings – Katie and Alan met with Co-op Director Gail Powers- Schaub to discuss strategic planning process. Staff had a staff development outing on July 16 at Bella Terra Acres. Lynne VanderPloeg had a workshop with employees to explain the new health insurance benefits.
- Services – Looking at the possibility of providing patrons with the ability to pay fines with credit or debit cards
- Building Maintenance- two quotes are available for replacement of front door
- Two quotes are available for review for general liability insurance.
- Programs – Summer Reading continues to be a smash hit. Guests include Argon a Paws with a Cause service dog, Officer Dave and Bosco from Allegan Co. K-9 unit and a presentation from Kalamazoo Nature Center Jim Merrills “the balloon man”. Fulton Sheen sang and played his guitar.
- Patron of the month is: Charles Rachor a dedicated patron and teen volunteer.

Committee Reports

Budget – No report

Building and Grounds: Areas around some trees have been cleaned up and mulch installed.

Endowment Committee: Committee met and has two recommendations for the Board.

1. Recommends that the current CD that will come due on July 25th be reinvested. The Board consensus was to agree with the committee and instruct Edward Jones to reinvest the funds of approx. \$15,000.00 at the best available rate.
2. To sell the New York Bank stock that was gifted by Eunice Gradwell valued at approx. \$1600.00. Technically the Endowment Fund is not allowed to buy stock and it would clean up the account if the stock was sold. A motion to sell the NY Bank stock valued at approx. \$1600.00 and transfer the funds into the CD accounts. Davis/Haan
Roll call vote: Prentice yes, Keeney yes, Gelbaugh yes, Davis yes, Haan yes, Asselmeier yes. Motion carried 6 yes 0 no.

Personnel – No report

Public Relations – No report

Trustee Comments – No comments

Comments from the Public - Barb Bredow suggested to the Board that a courtesy phone call to the Gradwell family would be appropriate. President Asselmeier will contact the family. The Board does appreciate the gift given by Eunice Gradwell.

Continued Business: Front Door –two bids are currently available. After discussion the Board will again table this project for further information. Haan will attempt to contact alternative contractors and get more information before the next meeting.

New Business: Two bids for general liability insurance were presented by the Director. Katie's recommendation was to purchase the insurance from St Paul's Travelers. After discussion the Board supported the Director's recommendation. Motion Prentice/Keeney to purchase general liability insurance from St. Paul's Travelers at the cost of \$4089.00. Roll call vote: Keeney yes, Davis yes, Prentice yes, Gelbaugh yes, Haan yes, Asselmeier yes Motion carried 6 yes 0 no

Auditor: Motion Davis/Haan to appoint the firm of Siegfried Crandall to perform the audit for fiscal year 2005-06 at a cost of \$3100.00. Roll call vote: Keeney yes, Prentice yes, Gelbaugh yes, Davis yes, Haan yes and Asselmeier yes. Motion carried 6 yes 0 no.

By Laws Review: After discussion and first reading a suggestion to require a 2/3 vote for by law changes. Asselmeier will revise By Laws for second reading and adoption at the August meeting.

Next meeting will be August 15, 2006

Motion to adjourn Haan/Davis at 8:15 p.m. carried.

Respectfully submitted,
Connie Haan, Secretary

