

## Minutes of the Charles A. Ransom District Library Board of Trustees: May 20, 2008

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

**Members present:** Heed, Prentice, Gelbaugh, Keeney, Klein, Haan, Asselmeier, and Davis

**Director:** Katie Bell Moore

**No Public**

**Special Agenda Items:** No items

**Minutes of the April 15, 2008 meeting** were reviewed. Motion Klein/Keeney to approve with the correction of the word "township". Carried.

**Financial Report:** Gelbaugh presented a list of requested transfers as follows:

\$136.00 from 7009 to 7006	\$849.00 from 7009 to 7008
\$275.00 from 7063 to 7062	\$ 35.00 from 7063 to 7061
\$121.00 from 7063 to 7060	\$160.00 from 7063 to 7038
\$155.00 from 7063 to 7037	\$ 26.00 from 7063 to 7035
\$145.00 from 7063 to 7023	\$452.00 from 7091 to 7083
\$1094.00 from 7092 to 7041	

*Motion Davis/Keeney to transfer the requested transfers as listed above. Carried.*

Gelbaugh also presented planned year end procedures to better prepare for the audit.

**President's Report:** Asselmeier and Bell Moore attended and presented library stats to the Gun Plain Twp. Board at their regular May meeting. The board thanked and complimented Bell Moore and the Library Board for the efforts to make many improvements at the Library.

### **Director's Report:**

#### Financial

- I have contacted the Gun Plain Township office concerning the approximately \$20,000 in tax money we have not received from them. They said that it was from delinquent taxes, and that we should be receiving a check from the county at the end of May.
- Budget planning for 2008-09 has been in full swing. This year we are deliberately including a line item for a carryover amount, instead of taking a wait-and-see approach. We want to make sure we keep our savings a priority in these difficult economic times.

#### Programs

- The Allegan County Library Association rose over \$700 to donate to the Imagination Library of Allegan County with the penny drive in March. The Ransom District Library raised the second highest amount with \$97.39—the Allegan Public Library rose over \$400! Our library also raised \$25 from a pop can drive in April.
- We are holding a silent auction on May 17<sup>th</sup>, in conjunction with the Friends' book sale. The auction is our Imagination Library fundraiser for the month of May. Many thanks to Pat Davis for donating her own work for auction, as well as gathering donations from other artists.
- Our basic computer skills class continues with great success on Saturday mornings. We will take a break in June and return in July.
- The Friends are hosting a quilt show featuring the work of Evelyn Prentice and friends on May 29<sup>th</sup> at 7:00 pm.
- The Library will host an "Antiques Road show" program on Saturday, June 7<sup>th</sup>. Local appraiser Gregg Scott of River walk Antiques will deliver verbal, non-binding opinions of value on two items per person.
- The Chamber of Commerce will be holding its annual Memorial Day Ice Cream social on May 26<sup>th</sup>, at the Community Center from 10:30-12:30. All proceeds will be donated to the Imagination Library of Allegan County.

### Administrative

- We have received health insurance rates for our current Blue Cross insurance plan.
- Alan Asselmeier has received this year's Trustee Citation of Merit award from the Michigan Library Association! Alan will receive his award at the MLA annual conference in October, which will be held at the Radisson in Kalamazoo. Congratulations Alan!

### **Committee Reports**

- Budget- Committee met on May 20<sup>th</sup> to finalize draft of 2008-09 budget.
- Building and Grounds - Chula Vista Garden Club has prepared flower beds. The board appreciates the Club's continued efforts to make the beds look nice all year.
- Endowment- No report
- Personnel Committee- Will meet on June 3<sup>rd</sup> at 6:30 p.m.
- Public Relations-No report

**Trustees Comments:** No comments

### **Continued Business:**

- Asselmeier and Bell Moore are completing the necessary paperwork to end and correct SEP program.

### **New Business**

- First reading of the Budget was presented by the Budget Committee. The proposed budget is \$504,796.00.  
The budget includes a new line item for carryover as expenditure and to continue the practice of lower estimate for penal fines to achieve a goal of a 10% carryover. Concern was expressed that the governmental units maybe over estimated due to foreclosures since these numbers are based on taxable value. The millage rate will be .9176 and the operating budget is written using .832 with the difference being designated to the Building Restoration Fund.
- President Asselmeier appointed Prentice, Heed and Keeney to the nominating committee for board officers for 2008-09.
- Gelbaugh requested the board approve the Year End Procedures as presented. *Motion Klein/Davis to approve the Year End Procedures as presented. Carried.*
- Budget Committee will meet on June 3<sup>rd</sup> at 6:30 to review health insurance and other wage related items.

Next Meeting will be June 17, 2008

Adjourn: Motion Prentice/Klein to adjourn at 8:45 p.m.

Respectfully submitted,  
Connie Haan Secretary