

**Minutes of the Charles A. Ransom District Library  
Board of Trustees April 19<sup>th</sup> Meeting**

**The meeting was called to order by Board President Alan Asselmeier at 7:03 P.M.**

**In attendance: Alan Asselmeier, Roger Keeney, Melissa Gelbaugh, Lee Klade, Dave Prentice, Tom Klein**

**Absent: Connie Haan, Nancy Heed**

**There were no special agenda items.**

**Approval of the March meeting minutes was tabled until the May meeting.**

**Financial Report: Katie reports that 86% of the budgeted monies have been received. One-third of the State-aid has been received and it is more than expected – this payment is not reflected on today’s financial report. Lee is working on the CD roll-overs.**

**Presidents Report: Alan told of attending a City Council Meeting which honored RDL.**

**Directors Report: Katie listed the upcoming programs of note for RDL. Please reference her written report. She told that she and the staff are pleased with the new “downloadable” materials that RDL now has available for the community. The new “Dear Reader/New Book” alerts service which went live in March has been well received by the community. Also:**

- **Budget work is progressing at an acceptable rate.**
- **We received (an expected) rate reduction in our liability insurance.**
- **The BTOP computers and furniture have been ordered but there is not yet a time-line for delivery/installation.**
- **There will be copy machine bids at the May meeting.**
- **The “Friends” received a proclamation from the Plainwell City Council.**

**Committee Reports:**

- **Budget – Met on March 27<sup>th</sup>; plan on no changes from state but that is not due until September, however Katie to do scenarios in case there are changes; meeting scheduled for May 4<sup>th</sup> at 6:00 o’clock.**
- **Building and Grounds – Two proposals have been received.**
- **Endowment – Nothing**
- **Personnel – Compiled reviews and sent on to Alan.**

- **Public Relations – Friends were honored**

**Trustee Comments – Tom asked about B & G quotes with short discussion relating their contents and from whom they were received.**

**April minutes continued --:**

**Comments from the Public: Phil said that Nancy has a new job and will give up the “Friends” Presidency.**

**Continued Business: There will be a “Grants” meeting on Wednesday April 20<sup>th</sup>.**

**New Business: Per approval of the Planning report Katie sent out for RFP’s on the physical plant concerning its adaptability toward future needs. Three were requested and two were received. They will be (initially) discussed at a B & G meeting before presenting to the committee of the whole.**

**There being no further business the meeting was adjourned at 7:45.**

**Respectfully submitted,**

**Thomas Klein, Acting Secretary**