

Minutes of the regular meeting of the Charles A. Ransom District Library – June 21, 2011

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

Members present: Klade, Asselmeier, Klein, Keeney, Haan, Heed

Members absent: Gelbaugh

Director Bell Moore

Assistant Director Marsh

Friends Representative: Phil Caruso

No Public

Special Agenda Items: No Items

Minutes: Motion Klein/Keeney to approve the May 17, 2011, meeting minutes as written. Motion carried. Motion Klein/Klade to approve the May 26, 2011 special meeting minutes as written. Motion carried.

Financial Report: Year to date 90% of the budgeted income has been received and expenses have totaled 84% of budget. An addition \$13,000 has been received from tax payments not included in the 90%.

Budget Transfers: Motion Haan/Klein to approve transfers of line items as presented in Director's Report. Motion carried.

President's Report: President Asselmeier expressed his appreciation for the years of service that Dave Prentice was a member of the Board. He stated he believed the Library and the Board are better due to Dave's involvement.

Director's Report:

Financial

- We have currently received 90% of our budgeted income for the year, and we've spent 84% of the budget.
- Recommended budget transfers:
 - 1,284 from 7007 Books-Adult/Teen to 7016 Liability Insurance-our policy runs from April 1-March 31 each year so we cross fiscal years on this item.
 - 49 from 7020 M&R Bldg Heating and AC to 7024 M&R-Equipment Maintenance
 - 213 from 7033 Supplies-Postage to 7030 Supplies-Cleaning
 - 1,952 from 7008 Books-Youth to 7061 Purchased Services—Other. This line has been adjusted to more accurately represent Phil's fees for contract services in the upcoming fiscal year.
 - 43 from 7090 Internet Service Provider to 7083 Capital Outlay-Computers

Programs/Services

- The summer reading program is off to a great start—after one week we have 247 participants registered.
- The Southwest Michigan Digital Library group recently met to discuss how things are going with Overdrive/ebooks. Our library has the second highest circulation of ebooks, behind St. Joseph, which is a larger library! The group also decided to lower the maximum number of titles that can be checked out at one time from 10 to 7, in order to increase availability of titles for all patrons.

Administrative

- I notified Priority Health that we would be renewing our current health insurance plan for the coming year. I will let Debbie know that we would like to explore our options for the 2012-2013 year as widely as possible.
- Our new copier has arrived and is working very well!
- Phil and I are meeting with Jim Meles on June 21st to get a better understanding of how our CD's there have performed.
- I have distributed copies of investment policies from four different libraries so we can get an idea of how we want to draft our own.

Committee Reports

Budget – no report
Building and Grounds – no report
Endowment – no report
Personnel – no report
Public Relations – no report

Trustee Comments: no comments

Comments from the Public – Caruso reported the Book Sale on Memorial Day generated \$472.00

Continued Business:

2011-12 Budget –

Motion Haan/Klein to adopt a budget of \$477,248.00 for the fiscal year of 2011-12.

Roll call vote: Heed yes, Klade yes, Keeney yes, Klein yes, Haan yes, Asselmeier yes

Motion carried 6 yes 0 no

Current Library Investments:

The board requested the Director meet with Jim Meles to invest available funds in CD's

New Business:

Investment Policy- Director Bell Moore distributed examples of investment policies

Nominations and Election of 2011-12 Board Officers- The Nomination Committee recommended the current officers be re- appointed for the upcoming year. The President asked for nominations from the floor. Being no nominations a request was made for a motion to elect officers as presented by the Committee. *Motion Keeney/Heed to elect the following officers for 2011-12*

President: Al Asselmeier, Vice President: Tom Klein, Secretary, Connie Haan, Treasurer: Melissa Gelbaugh.

Roll call vote: Heed yes, Klein yes, Keeney yes, Klade yes, Haan yes, Asselmeier yes. 6 yes 0 no Motion carried.

Next Meeting: June 30, 2011 for a Special Meeting to review final budget transfers for 2010-11.

July 19, 2011 for the Regular Board Meeting.

Adjourn: Motion to adjourn - Keeney/Heed 8:20 p.m. Carried.

Respectfully submitted,

Connie Haan, Secretary