

Charles A. Ransom District Library
Board of Trustees Regular Board Meeting
Minutes for meeting held Oct. 15, 2013
The Birchfield room at the Library

Call to Order: 7:00 O'clock P.M.

In Attendance: Pat Vance, Melissa Gelbaugh, Tom Klein, Alan Asselmeyer, Lee Klade, Director Bell-Moore, Assistant Director Gross; **Absent:** Bill Parsons, Roger Keeney, Connie Haan

Special Agenda Items: None

Consent Agenda:

- Minutes of Sep. 17 2013 Regular meeting M/S (Tom/Lee) Accepted;
- Minutes of Sep. 22 2013 Special meeting M/S (Pat/Melissa) Accepted.

Financial Report: Director Bell-Moore noted that, three months into the fiscal year, we have received 18% of our budgeted income and spent 26% of our budgeted expenses. Also, the annual audit was completed today (Oct. 15).

President's Report: None

Director's Report: The Library hosted a book signing with author Rebecca Huberty; she held a ½ day customer service "Staff Training" day on Oct. 2 which appears to have been well received and assimilated; we hired Macy Rose as the (budgeted) Assistant Youth Librarian – a part time position; Both Dick Butler and Shirley Bruusma will be at a special Board meeting to be held on Nov. 5th, a Tuesday; the board engaged in a short, spontaneous discussion on phone answering etiquette; Joe reported that a 3 day hunter safety class was held at the Library.

Committee Reports:

- Budget – NR
- Building & Grounds – NR
- Endowment – NR
- Personnel – NR
- Public Relations – NR

Oct. 15, 2013 Trustee Meeting, continued –

Trustee Comments: Pat asked about the graffiti in the women's restroom and was told it has all been painted over within the past few days.

Comments from the Public: Phil asked about the topic(s) of the coming Nov. 5 special meeting and Alan responded that it will cover millage options.

Continued Business: The updated reciprocal borrowing agreement with the Parchment Library was reviewed and accepted and signed by Alan.

New Business: Snow removal bids were reviewed and the bid from Ketchum was accepted by ayes and nays: Vance, Yes; Klein, Yes; Klade, Yes; Gelbaugh, Yes; Asselmeyer, Yes.

It was noted that the sidewalks running along M-89 and Riverview are the responsibility of the city to keep clean and that we (the Library) may end up occasionally cleaning them (this was allowed for in the Ketchum bid) and the board, by consensus, directed the Director (Katie) to bill the city every time that occurred.

Next Regular Meeting: November 19, 2013

There being no further business the meeting was adjourned at 7:50 o'clock, P.M.

Respectfully submitted for the Secretary,

Thomas Klein, Secretary for a day