

Brighton District Library
Board of Trustees Minutes
January 20, 2004

CALLED TO ORDER: This meeting was called to order at 7:31 p.m.

ATTENDANCE: Present: President Charles Osterdale, Lisa Berry-Bobovski, Jeannette Hill, Anne King-Hudson, Rich Adams and Louise Patrick.

Absent: Dr. Linn Campbell

Staff: Director Charlene Huget, Joy Cichewicz, Automated Services Supervisor

Guest: Evelyn Montgomery, Chief Deputy County Clerk

APPROVAL OF AGENDA: Moved by Louise Patrick and seconded by Anne King-Hudson to approve the agenda with the following change: Under Old Business add the Election of Officer for the Committee Assignments. Motion carried

APPROVAL OF MINUTES: Moved by Lisa Berry-Bobovski and seconded by Jeannette Hill to approve the December 15, 2003 Board Minutes. Motion carried.

Moved by Lisa Berry-Bobovski and seconded by Jeannette Hill to approve the January 5, 2004 Special Minutes. Motion carried.

PUBLIC COMMENTS: none

STAFF COMMENTS: President Charles Osterdale introduces Evelyn Montgomery, Chief Deputy County Clerk, to the board. Ms. Montgomery officially issued the oath of office to new board member, Louise Patrick. The board thanked Ms. Montgomery for coming.

Joy Cichewicz, the new Automated Services Supervisor, explained her position here at the library. She started here in April of 2000 as our Electronic Services Librarian, overseeing our website, intranet and internet. Since her new appointment, there have been many upgrades to our computer system. She also teaches the computer classes, which are well attended. Ms. Cichewicz explained to the board the new SIRSI program that will go into affect in April 2004. This new system gives our patrons and staff more options and it will be easier to use. She is also working on our public wireless access, which will be available soon.

PRESIDENT'S REPORT: none

DIRECTOR'S REPORT: Director Huget read an email message that was sent to the library from a serviceman stationed in Iraq. He extended his thanks for the children's programs that his family enjoyed. The library's disaster plan was handed out to the board. This will be sent to the Chief of the Fire Department and the Police Department for approval. The contract from architect Lindhout & Associates was reviewed by the board. George Lawson, our Planning consultant, and our attorney will also review this contract. The board requested a clarification of fees. The Policy/Personnel Committee will need to

review the health care cost for this year at their next meeting on February 3, 2004 as well as reviewing some policies that need to be updated. Director Huget invited two health care agents to the committee meetings to discuss their rates and services. Director Huget is looking into a new people counter that would provide better statistics on library use. The cost would be \$700.

COMMITTEE REPORTS:

Budget/Finance:

Resolution#04-0002: Moved by Lisa Berry-Bobovski and seconded by Anne King-Hudson to approve the payment of bills based on claims docket in the amount of \$169,853.63 dated 1/20/04. Motion carried.

Resolution#04-0003: Moved by Lisa Berry-Bobovski and seconded by Jeannette Hill to approve the payment of payroll checks dated 12/18/03, 1/1/04 and 1/15/04. Motion carried.

Resolution#04-0004: Moved by Lisa Berry-Bobovski and seconded by Anne King-Hudson to approve the renewal of the investments of the Capital Improvement Funds. To roll over the 3 CD's at the 3 local banks for no more than one year. Motion carried.

Resolution#04-0005: Moved by Lisa Berry-Bobovski and seconded by Anne King-Hudson to approve the rolling over the 2003 interest available from the Community Foundation for Southeastern Michigan Fund. The balance as of November 30, 2003 is \$12,955 with the projected grant (interest) of \$550. The year to date endowment is up 20.6%. Motion carried

Policy/Personnel: none

Planning/Fundraising: none

Building Technology: none

Public Relations: none

OLD BUSINESS: Resolution #04-0006: Moved by Anne King-Hudson and seconded by Louise Patrick to approve the 2004 Slate of Officers as listed. Motion carried.

President Charles Osterdale
Vice President Lisa Berry-Bobovski
Secretary Louise Patrick
Treasurer Anne King-Hudson
Trustee Jeannette Hill
Trustee Rich Adams
Trustee Dr. Linn Campbell

The committee assignments are as follows:

Budget/Finance: Chairperson Anne King-Hudson, Lisa Berry-Bobovski and Jeannette Hill.

Policy/Personnel: Chairperson Lisa Berry-Bobovski, Charles Osterdale, Anne King-Hudson and Jeannette Hill.

Planning/Fundraising: Chairperson Louise Patrick, Jeannette Hill and Anne King-Hudson.

Building Technology: Chairperson Rich Adams, Jeannette Hill and Charles Osterdale.

Public Relations: Chairperson Jeannette Hill, Louise Patrick and Anne King-Hudson.

The board discussed George Lawson's consulting proposal.

NEW BUSINESS: none

BOARD COMMENTS: none

ADJOURNMENT: This meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Rich Adams
Secretary

Next Board Meeting: Tuesday, February 17, 2004

Committee Meeting: Tuesday, February 3, 2004