

(The minutes will be approved at the next board meeting.)

Brighton District Library  
Board of Trustees Meeting Minutes  
November 15, 2005

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

**ATTENDANCE:** Present: Chris Claflin, Jane Clarke, Jeannette Hill, Anne King-Hudson, Jack Nowicki, and Charles Osterdale  
Staff: Director Charlene Huget and Roseanna Botorowicz, Youth Services Assistant

**APPROVAL OF AGENDA:** Moved by Jeannette Hill and seconded by Jack Nowicki. Motion carried.

**APPROVAL OF MINUTES:** Moved by Jeannette Hill and seconded by Jane Clark to approve the October 18, 2005 Board/Committee Minutes. Motion carried. Moved by Jeannette Hill and seconded by Jane Clarke to approve the October 28, 2005 Board Retreat Minutes. Motion carried

**PUBLIC COMMENTS:** none

**STAFF COMMENTS:** Director Huget introduced Roseanna Botorowicz to the Board. Roseanna has recently moved from circulation staff to youth services. She asked if the board had received their invitations for the holiday and explained how the tree in the lobby works. Her theme this year is "Black, White and Read all over". Forms for staff picks of favorite books are in the staff lounge. She also thanked the Board for the additional days off this holiday season. Roseanna will also be doing the tree for the youth services department this year. That tree will be themed to generate donations to the humane society. She is working with a local Girl Scout troop to make decorations for both trees. Roseanna will also be pursuing a degree in Library and Information Science in the coming year.

**PRESIDENT'S REPORT:** none

**DIRECTOR'S REPORT:** Lee Gough was unable to make tonight's meeting but will be at the December Board meeting. Director Huget also passed around thank you notes from staff members and comment sheets from a school group for members who had not already seen them.

She also spoke about penal fines that should be coming to the library from the State of Michigan. She will be following up on this.

The Bookmobile will be altering its current schedule. The most popular stop has been at the schools. The least popular is at VG's and the township halls. The route is going to expand and try new places. The Bookmobile has been asked to stop at the Agnus Dei School in Green Oak Township.

**COMMITTEE REPORTS:**

**Budget/Finance:**

- ❑ Resolution 05-0046: Moved by Jeannette Hill. To approve claims docket in the amount of \$4,191.56 dated 10/26/05 and after some discussion, it was decided to amend the amount to the claims docket dated 11/15/05 to \$48,895.79, minus the bill owed to Tutor.com. Seconded by Charles Osterdale. Motion carried.
- ❑ Resolution 05-0047: Moved by Jeannette Hill and seconded by Charles Osterdale to approve the payment of payroll checks dated 10/20/2005 and 11/3/2005. Motion carried.

**Policy/Personnel:**

- ❑ Resolution 05-0048: Moved by Jane Clarke and seconded by Charles Osterdale to approve a full-time Network Systems Administrator position. Motion carried.
- ❑ Resolution 05-0049: Moved by Jane Clarke and seconded by Jack Nowicki to approve an increase of 4% to the base salary of the Director and \$1,500.00 contribution to the 2006 Deferred Compensation as per the employee agreement of the year 2005/2006.
- ❑ Resolution 05-0050: Moved by Jane Clarke and seconded by Jack Nowicki to approve the Social Security Privacy Policy #126. Motion carried.

**Building/Technology:** none

**Planning/Fundraising:** There was a group discussion regarding the five year and ten year plans for expanding the Brighton District Library. Discussion included possible telephone surveys, fundraising ideas for a new main library plus a branch library, and a possible feasibility study on a new millage drive.

**Public Relations:** none

OLD BUSINESS: none

NEW BUSINESS: Director Huget will set up a meeting for the planning committee and will include people from Green Oak Township.

BOARD COMMENTS: none

ADJOURNMENT: This meeting adjourned at 9:45 p.m.

Respectfully submitted,

Karen A. Trzcinski, Circulation Staff  
Brighton District Library

Next Board Meeting: Tuesday, November 29, 2005

Next Committee Meeting: Tuesday, December 6, 2005