

Brighton District Library  
Board of Trustees Meeting Minutes  
May 17, 2005

**CALLED TO ORDER:** This meeting was called to order at 7:35 p.m.

**ATTENDANCE:** Present: President Anne King-Hudson, Mary Hunt, Chris Claflin, Jane Clarke, Jack Nowicki and Charles Osterdale.

Absent: Director Charlene Huget, Jeannette Hill,

Staff: Karen Keller, Assistant director, Marcia Shannon, Loan Service Supervisor

Guest: Evelyn Montgomery, Chief Deputy County Clerk and residents from South Lyon and Green Oak Township.

**APPROVAL OF AGENDA:** Moved by Charles Osterdale and seconded by Jane Clarke to approve the agenda. Motion carried

**APPROVAL OF MINUTES:** Moved by Charles Osterdale and seconded by Jane Clarke to approve the April 26, 2005-Board/Committee Meeting minutes. Motion carried

Moved by Charles Osterdale and seconded by Mary Hunt to approve the May 3, 2005-Board/Committee Meeting. Motion carried

**STAFF COMMENTS:** Evelyn Montgomery, Livingston County Chief Deputy Clerk, sworn in new Board of Trustee Chris Claflin.

Marcia Shannon, Loan Services Supervisor, introduced herself to the board. Marcia explained the necessary changes to the Interlibrary Loan Policy #402 and the collection agency's new billing procedure. This service will start back on July 1, 2005. Increase staff and wage issues were discussed. The board will consider in next year's budget.

**PUBLIC COMMENTS:** Resident's from South Lyon and Green Oak Township expressed their concern regarding the Service Contract between Salem-South Lyon District Library, Brighton District Library and Northfield Township Library. Many requested that the board postpone any decisions until the survey is sent out to the Green Oak Township residents. Betty Nulty, Salem-South Lyon Board of Trustee, indicated that they would like to meet with the Board to get this situation settled. She invited the board to attend the Salem-South Lyon District Library board meeting on Monday, May 23, 2005.

**PRESIDENT'S REPORT:** none

**DIRECTOR'S REPORT:** Submitted in board Packet

COMMITTEE REPORTS:

**Budget/Finance:**

Resolution #05-0017: Moved by Charles Osterdale and seconded by Jane Clarke to approve the claims dockets in the amount of \$791.75 dated 5/05/05 and \$17,840.48 dated 5/17/05. Motion carried

Resolution #05-0018: Moved by Charles Osterdale and seconded by Jane Clarke to approve the payment of payroll checks dated 4/21/05 and 5/5/05. Motion carried.

**Policy/Personnel:** none

**Planning/Fundraising:** The bookmobile process is going well. The contract and sponsorship was discussed. President Anne King-Hudson asked the board to look over the draft of the Brighton District Library Service Planning and any question/concerns to be addressed at the next board meeting on May 31, 2005.

**Building/Technology:** none

**Public relations:** The board discussed the hiring of a full time public relations staff person. The board would like a new organization chart and final budget figures for this position at the next board meeting on May 31, 2005. Kristine Kerttu, the library's bookkeeper and Karen Keller, Assistant Director, to look over budget and to calculate figures.

NEW BUSINESS: none

OLD BUSINESS: none

BOARD COMMENTS: The board discussed the William E. Walter proposal for the cleaning of the boiler.

ADJOURNMENT: This meeting adjourned at 8:40 p.m.

Respectfully submitted,

Susan Wilson, Administrative Assistant  
Brighton District Library

Next Committee Meeting: Tuesday, May 31, 2005

Next Committee Meeting: Tuesday, June 7, 2005, Conference room

Next Board Meeting: Tuesday, June 7, 2005