

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

Brighton District Library
Board of Trustees Meeting Minutes
September 21, 2005

CALLED TO ORDER: This meeting was called to order at 7:30 p.m.

ATTENDANCE: Present: President Anne King-Hudson, Jeannette Hill, Chris Claflin, Jane Clarke, Jack Nowicki and Charles Osterdale.

Absent: Mary Hunt

Staff: Director Charlene Huget, Joy Cichewicz, Automated Services Supervisor, Kristine Kerttu, Bookkeeper/Human Resource Coordinator

Guest: Dan Reinders, Debbie Mroz and Susan Walter-Steinacker.

APPROVAL OF AGENDA: Moved by Jane Clarke and seconded by Chris Claflin to approve the agenda with the following additions: Looking at the bookkeeping process, Board goals and under Policy/Personnel a close session to discuss the Director Huget's evaluation. Motion carried.

APPROVAL OF MINUTES: Moved by Jeannette Hill and seconded by Chris Claflin to approve the September 6, 2005 Committee Minutes. Motion carried.

Moved by Jeannette Hill and seconded by Jane Clarke to approve the September 9, 2005 Board Retreat Minutes. Motion carried.

CLOSE BOARD MEETING: Motioned by Jack Nowicki and seconded by Jeannette Hill to adjourn the regular Board meeting. Motioned by Jeannette Hill and seconded by Jane Clarke to open the public hearing for any comments regarding the 2005-2006 Summary Budget for Operating Fund. Brighton resident Susan Walter-Steinacker questioned the Board on the budget for specialty (Absopure) water and if the Board has any concerns regarding the St. Patrick Church school opening and having influx of children coming to the library possibly unsupervised. The Board thanked Ms. Walter-Steinacker for coming. Motioned by Jane Clarke and seconded by Jeannette Hill to close the open public hearing. Motion carried.

REOPEN BOARD MEETING: Motion by Jeannette Hill and seconded by Chris Claflin to open the regular Board meeting. Motion carried.

STAFF COMMENTS: Joy Cichewicz, Automated Services Supervisor, presented to the Board a draft of the Automated Services Budget for 2006 and the Automated Services Budget Notes. Also was discussed was the new SAM'S program to be install in the library. The Board thanked Joy for coming.

PRESIDENT'S REPORT: none

DIRECTOR'S REPORT: City of Brighton replaced several sections of the sidewalk in front of the library at no cost to the library. The library will be taking the bookmobile to the Harvest Fest. Mike ?, Manager of Genoa Township, called and is putting an article in the Genoa Township newsletter about the bookmobile. The Board would like to attend the townships and City of Brighton Board meetings, informally, to introduce the bookmobile and the wonderful service it will provide to the county. The bookmobile has been up and running for two weeks now and is doing well. Full stats will be provided to the Board in the beginning of October. Director Huget talked with Doreen Hannon, Director of Salem-South Lyon District Library and Ron Lloyd, Director of Northfield Township Area Library, to see if they would still be interested in meeting. Both will let the Board know.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #05-0038: Moved by Charles Osterdale and seconded by Jeannette Hill to approve the claims dockets in the amount of \$28,333.47 dated 9/21/05. Motion carried

Resolution #05-0039: Moved by Jeannette Hill and seconded by Charles Osterdale to approve the payment of payroll checks dated 8/25/05 and 9/8/05. Motion carried

Resolution #05-0040: Moved by Jeannette Hill and seconded by Jane Clarke to adopt the Summary Budget for Operating Fund for Fiscal Year 2005-2006. Kristine Kerttu, Bookkeeper/Human Resource Coordinator, was on hand to answer questions from the Board. Motion carried to approve the Summary Budget for 2005-2006.

Resolution #05-0041: Moved by Jeannette Hill and seconded by Charles Osterdale to approve the 2005 Audit Contract, expenses not to exceed \$4,800. Motion carried.

Policy/Personnel: Regarding the Teen Request for Reconsideration of Library Material, on the book titled "Love Hina and Chobits", the Board agreed that it should remain in the teen section of the library.

Motioned by Jane Clarke and seconded by Jeannette Hill to close the regular Board meeting at 8:30 p.m. for a closed session to discuss the director's evaluation. Motion carried.

Trustee Jane Clarke requested the evaluations for Director Huget from the Board members be handed in as soon as possible. Another Board retreat is scheduled for Friday, October 28, 2005 at 5:30 p.m. to discuss Director Hugets 2005 goals and to establish goals for the Board for the next year.

Motioned by Jeannette Hill and seconded by Jane Clarke to adjourn the closed session at 8:50 p.m. Motion carried.

Motioned by Jane Clarke and seconded by Jeannette Hill to reopen the regular board meeting. Motion carried

Planning/Fundraising: none

Building/Technology: none

Public Relations: none

NEW BUSINESS: none

OLD BUSINESS: none

BOARD COMMENTS: Trustee Charles Osterdale had concerns with the new TLN/ SAM system. Joy assured Charles that every step will be taken for a smooth transition to the new system.

PUBLIC COMMENTS: Dan Reinders handed a letter to each Board member from Chuck Fellows in regards to the September 29, 2005 meeting.

ADJOURNMENT: This meeting adjourned at 9:06 p.m.

Respectfully submitted,

Susan Wilson, Administrative Assistant
Brighton District Library

Next Committee Meeting: Tuesday, October 4, 2005

Next Board Meeting: Tuesday October 18, 2005

Next Board Retreat: Friday, October 28, 2005