

Brighton District Library  
Board of Trustees Meeting Minutes  
October 20, 2015

**CALLED TO ORDER:** The meeting was called to order at 7:33 by President Patrick McDonald

**ATTENDANCE:** Present: President Patrick McDonald, Sally McKee, Jane Petrie, Jeannette Hill, Arla McPeck and Kathryn Poppy.

Absent: Margaret McDonald.

Staff: Nancy B. Johnson, Director and Ed Rutkowski, Assist. Director, Kate Wheeler, Teen Services Librarian and Jennifer Osborne, Adult Services Supervisor.

**APPROVAL OF THE AGENDA:** Moved by Jane Petrie and seconded by Kathryn Poppy to approve the agenda. Motion carried unanimously.

**APPROVAL OF THE MINUTES** Moved by Sally McKee and seconded by Jane Petrie to approve the September 15, 2015-Board Meeting minutes. Motion carried unanimously.

Moved by Sally McKee and seconded by Jane Petrie to approve the October 6, 2015-Committee Meeting minutes. Motion carried unanimously.

**PUBLIC COMMENTS:** none

**STAFF COMMENTS:** Nancy introduced Kate Wheeler, Teen Services Librarian, to the Board. Kates been with us since May 2014. Kate gave a presentation of all the wonderful teen programs this year. There were 68 programs offered and approximately 614 attendees. Most popular were the Ring of Steel, Miniature Motorways, U of M Quidditch and Lib Con~the Livingston County Libraries Mini-Comic Con program. Kate partnered with Howell Carnegie for the Hungry, Hungry Hippo program which was well attended. Kate will be having a pumpkin program tomorrow. Coming up will be gift crafts for the holidays, Teen Yoga, and many more programs. The Board thanked Kate for coming and for the great job she does.

**PRESIDENT'S REPORT:** none

**DIRECTOR'S REPORT:** Director Johnson discussed the following:

- Brought brochures for the Board to review.
- A Thank you from the Brighton High School for participating in their Pink Week for breast cancer awareness.
- The Brighton Fire Department invited the Library to their annual Halloween party.
- Brighton Art Guild is honoring Norma Gray. The current exhibit includes pieces by Gray as well as her students.
- Any United Way donations will be tripled by Nancy.
- Reminded the Board of the Trustees and Directors event tomorrow, October 22, 2015.
- Friends fall book sales went very well.
- Thank you to Ed and Jen for all the work on the information brochures for the Vote November 3 campaign.

Ed Rutkowski discussed the following:

Hartland Cromaine Library will be joining the Shared System through TLN. This will happen on November 19, 2015. Cromaine's material will show in the shared catalog and their patron data will be part of the shared circulation system.

**COMMITTEE REPORTS:**

Budget/Finance:

Resolution #15-0046: Moved by Jane Petrie and seconded by Jeannette Hill to approve the claims docket in the amount of \$ 37,065.48 dated 10/20/15. Motion carried unanimously.

Resolution #15-0047: Moved by Jane Petrie and seconded by Sally McKee to approve the payment of payroll checks dated 09/24/15 and 10/08/15. Motion carried unanimously.

Policy/Personnel:

Resolution #15-0048: Moved by Jane Petrie and seconded by Sally McKee to approve Edward Rutkowski for the Interim Director position commencing the week of January 1, 2016. Motion carried unanimously.

Building/Technology: none

Planning/Fundraising: none

Public relations: none

**OLD BUSINESS:** none

**NEW BUSINESS:** none

**STRATEGIC PLANNING/TASK FORCE:** none

**BOARD COMMENTS:** Thanked Sally McKee for representing the Library at the Hawkins PTO event. Kathryn Poppy is pleased with the positive newspaper support. Patrick McDonald's viewpoint with WHMI is scheduled to air November 1.

**ADJOURNMENT:** This meeting adjourned at 8:45 p.m.

Respectfully submitted,

Susan Wilson, Recording Secretary  
Brighton District Library

**NEXT MEETING:**

Next Committee Meeting: Tuesday, November 3, 2015

Next Board Meeting: Tuesday, November 17, 2015

Trustees & Directors meeting: Wednesday, October 21, 2015

Strategic Planning meeting: Sunday, November 22, 2015 at 1:00 p.m.