

Brighton District Library  
Board of Trustees Meeting Minutes  
March 17, 2015

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

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

Absent: Director Nancy Johnson

Staff: Ed Rutkowski, Assist. Director, Tina Fleischmann, Technical Services Supervisor, Diana Dart, Community Relations

**APPROVAL OF THE AGENDA:** Moved by Jeannette Hill and seconded by Kathryn Poppy to approve the agenda with the addition of Diana Dart, Community Relations under staff comments. Motion carried unanimously.

**APPROVAL OF THE MINUTES:** Moved by Jeannette Hill and seconded by Sally McKee to approve the February 17, 2015-Board Meeting minutes. Motion carried unanimously.

Moved by Jeannette Hill and seconded by Sally McKee to approve the March 3, 2015-Committee meeting minutes. Motion carried unanimously.

**PUBLIC COMMENTS:** none

**STAFF COMMENTS:** Diana Dart, Community Relations, gave an update on the Booked for the Evening event on March 20<sup>th</sup>. This is the fourth year for this event. This year the Management Team and Diana delegated the work into teams and each team was responsible for their segment. A special memorial will be said for Jane Clarke at the Gala. The Board thanked Diana for all the hard work she does for the Library.

Tina Fleischmann, Technical Services Supervisor, introduced herself to the Board. Tina has worked for the Library approximately 17 years. She accepted the Supervisory position of Technical Services since the retirement of Diana Cunningham last year. She discussed with the Board the transition of her department. Her strong team has done an excellent job undertaking the challenges that go along with being short 50 hours of staff time due to staff departure and Diana's retirement. Two new staff members have been hired. Tina related to the Board what each staff member does and the projects to be done this year. The Board thanked Tina for coming and all the hard work that her department does.

**PRESIDENT REPORT:** President McDonald handed out an article to the Board regarding an app called MyCouponGenie (<http://mycoupongenie.com>). Novi Library has used this app to raise funds for the library and thought BDL should consider this as an option for fundraising.

**DIRECTOR'S REPORT:** Director Johnson discussed the following: Ed Rutkowski spoke on behalf of Director Johnson:

- Ed discussed with the Board Director Johnson's Report and if there were any questions.
- Congratulations to Jane Petrie for being inducted into the Brighton Area Women's History Roll of Honor.

- The cabling upgrade in the library is now complete.
- The Board discussed the letter of support for the grant application for the City of Brighton

**COMMITTEE REPORTS:**

**Budget/Finance:**

Resolution #15-0009: Moved by Jane Petrie and seconded by Jeannette Hill to approve the claims docket in the amount of \$64,305.00 dated 3/17/15. Motion carried unanimously.

Resolution #15-0010: Moved by Jane Petrie and seconded by Kathryn Poppy to approve the payment of payroll checks dated 02/26/15 and 03/12/15. Motion carried unanimously.

Resolution #15-0011: Moved by Jane Petrie and seconded by Sally McKee to waive the distribution of the Community Foundation for Southeast Michigan grant award \$1,531.00 and retain those dollars in the BDL- Endowment Fund. Motion carried unanimously.

Policy/Personnel: Jane Petrie discussed Director Johnson's evaluation.

Building/Technology: none

Planning/Fundraising: Kathryn Poppy discussed options of defraying postage cost for the millage campaign.

Public relations: none

**OLD BUSINESS:** Candidates for Chairperson for the millage campaign committee were discussed.

**NEW BUSINESS:** none

**STRATEGIC PLANNING/TASK FORCE:** none

**BOARD COMMENTS:** Jeannette Hill thanked Ed Rutkowski for a great job in absence of Director Johnson.

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

Respectfully submitted,

Susan Wilson, Recording Secretary  
Brighton District Library

**NEXT MEETING:**

Next Committee Meeting: Tuesday, April 7, 2015, 2015

Next Board Meeting: Tuesday, April 21, 2015