

Brighton District Library
Board of Trustees Meeting Minutes
July 21, 2015

CALLED TO ORDER: The meeting was called to order at 8:10 by President McDonald.

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

Absent: none

Staff: Director Nancy Johnson, Ed Rutkowski, Assist. Director, Sarah Neidert, Automated Services Supervisor and Jennifer Osborne, Head of Adult Services.

Guest: Jerry Weyand

APPROVAL OF THE AGENDA: Moved by Jeannette Hill and seconded by Sally McKee to approve the agenda. Motion carried unanimously.

APPROVAL OF THE MINUTES: Moved by Jeannette Hill and seconded by Jane Petrie to approve the June 16, 2015-Board Meeting minutes. Motion carried unanimously.

Moved by Jeannette Hill and seconded by Jane Petrie to approve the July 7, 2015-Committee Meeting minutes. Motion carried unanimously.

PUBLIC COMMENTS: none

STAFF COMMENTS: Sarah Neidert, Automated Services Supervisor, presented a slide show of all the upgrades that occurred in the Library this year. Her staff, Devin McGarry, Harrison Lane and Paul Klein, work well as a team. The first upgrade was the rebuild of public computers. The next was a capital fund cabling project from CAT5e to CAT6. Her team built 28 computers which saved the Library several thousand dollars. With this savings, staff got new monitors. Sarah launched a new website design in early June. The security cameras are up and running. We have four cameras outside and nine inside. The next plan is upgrading the phone system, which is failing. This would be a capital expense from the general fund. The Automated staff is exploring new server backup options. The Board thanked Sarah for her presentation.

PRESIDENT REPORT: President McDonald brought forth the updated language to the ballot proposal. The Millage Campaign committee will meet next week, July 29th at 3 p.m. at State Bank.

DIRECTOR'S REPORT: Director Johnson discussed the following:

- Asked the Board if they had any questions from the Director's report.
- Met with Doreen Hannon, Salem-South Lyon and Zaley Nelson, Northfield Township to brief them on the November 3 millage ballot. Both are in support of this.
- The last State Aid check has arrived.
- Staff member Rosemarie Brennan, Junior Volunteer Coordinator, planned a bowling event for thanking all the junior volunteers for their hard work.
- Reminded the Board that there is a copy of a letter from Director Johnson's doctor indicating that she is able to work until her retirement on December 31.
- LESA Superintendent, Dan Danosky, is considering a special-education millage for the upcoming November 3 Ballot.

- The Board selected October 21 for the Trustees/Directors event at Howell Library.
- Good contacts made at the Coast to Coast train meeting July 20th at the Chamber of Commerce. Jessica Mathews, from WHMI, has asked us for an interview about the November 3 millage proposal.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #15-0032: Moved by Jane Petrie and seconded by Sally McKee to approve the claims docket in the amount of \$37,921.29 dated 07/21/15. Motion carried unanimously.

Resolution #15-0033: Moved by Jane Petrie and seconded by Sally McKee to approve the payment of payroll checks dated 06/18/15, 07/02/15 and 07/16/15. Motion carried unanimously.

Policy/Personnel: none

Building/Technology: Resolution #15-0034: Moved by Jane Petrie and seconded by Sally McKee to approve the purchase of a new phone system from CTS Companies. Cost not to exceed \$15,000. These funds are a capital expense and will be paid out of the General fund. Motion carried unanimously.

Planning/Fundraising: Resolution #15-0035: Moved by Kathryn Poppy and seconded by Jeannette Hill to replace Resolution #15-0030 with the following language:

The Brighton District Library debt bond millage expires this year. That debt levy has averaged 22/100 of one mill over the last several years. The Library proposes to levy an identical amount, 22/100 of one mill, to be used for general operational revenue expenses, including, but not limited to, building and site maintenance and purchase of Library materials.

Shall the limitation of the amount of taxes which may be imposed on taxable property within the Brighton District Library district be increased in an amount not to exceed 22/100 of one mill (\$0.22 of each \$1,000 of taxable value) for a period of 20 years, beginning in the year 2015 and ending in the year 2034, inclusive, as new additional millage for providing funds for Library purposes, including, but not limited to, building and site maintenance, operational expenses and materials?

It is estimated that 22/100 of one mill would raise approximately \$420,000 when it is first levied.

Motion carried unanimously.

Public relations: none

OLD BUSINESS: none

NEW BUSINESS: none

STRATEGIC PLANNING/TASK FORCE: none

BOARD COMMENTS: The Board thought the Library Millage Informational meeting, presented by Shirley Bruursema, a Kent District Library Trustee and frequent speaker on millage campaigns, was very informative. The Board thanked Diana Dart for setting up a light supper for them.

ADJOURNMENT: This meeting adjourned at 9:03.m.

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

NEXT MEETING:

Next Committee Meeting: Tuesday, August 4, 2015 at 7:30 p.m.

Next Board Meeting: Tuesday, August 18, 2015 at 7:30 p.m.

Trustee and Director's Meeting: Wednesday, October 21, 2015 at Howell Carnegie District Library

Strategic Planning Meeting: Sunday, November 22, 2015