

Bridgman Public Library
Board Minutes
Tuesday, June 8, 2010 6:00 p.m.

Present:

Board Members: French, Hill, N. John, Maryanski, Siewert, VanHellen

Absent: Hall

Staff: Richardson, Heppenheimer

Guests: None

Citizens: Mr. Sam Galloway

Mr. David Ashen (came into meeting at 7:09 p.m.)

Agenda Revisions: None

Public Comment: Mr. Galloway asked about the openings on the Board.

Friends of Library: The Director read President Setzke's report on the Friends activities.

Committee Reports: None. Hill stated that everything was covered in the agenda/minutes that were presented.

Trustee Reports: The Director attended the Township and City meeting reporting on the sculpture, summer reading program, murals, website and other library activities. Maryanski will be attending the Township meeting in June and Siewert will be attending in July.

Director's Report: Richardson reported that penal fines showed a small increase and reported on how they are generated. She had an update from Ibid on the light for out front, that there is a freeze on supplies from China. Richardson stated that she was disappointed that sign up for the summer reading program was not covered in the local papers even though this information was sent to them in a timely fashion. Volunteer hours for the month were 9 hours non-staff and 4 hours for staff. Carol received a request from Chief Post to use the south parking lot on 6/9/10 for a wake service that is being held in a neighbor's home.

N. John inquired about the Hot Diggity Dog the Library has sponsored. Maryanski asked if there had been any response to the security letter the Library sent to the neighbors. Siewert recommended that we send a copy also to the businesses and residents on Lake Street.

Incident Report: None

Minutes: N. John recommended correcting General to Capital Fund under Action Items: Parking Lot. The change was made.

Treasurer's Report: In Hall's absence, the Director reported on the proposed budget amendments. N. John questioned the Finance Committee minutes with regards to the 56 vacation days listed for the Director that were unused. Carol corrected that to read vacation hours unused. N. John made a motion to approve the budget amendments as listed on the agenda, seconded by French. Motion carried. Siewert made a motion to pay the bills as presented in the amount of \$22,936.85, VanHellen seconded. Motion carried.

Discussion Item:

Coffee usage

Carol reported that patrons are wishing more than one cup of coffee per visit. After much discussion, it was decided to keep the service going, keep the jar for money but to change the signage to read: Donation Appreciated (Suggested donation \$1.00 per cup.)

Action Items:

Circulation Policy: Siewert made a motion to accept the circulation policy as presented, seconded by VanHellen. Motion carried.

Employee Handbook: Siewert made a motion to approve the Employee Handbook, seconded by French. Motion carried.

Staff Computers: N. John made a motion to purchase the new staff computers as presented at \$1324.00 and to recycle the old. Motion carried.

2010 –2011 Budget

Closed Session:

Siewert made a motion to go into closed session to discuss salaries, seconded by Hill. Motion carried. The board went into closed session at: 7:15 p.m.

Open Session:

Siewert made a motion to go back into open session, seconded by French. Motion carried.

The board went back to open session at: 7:26 p.m.

Due to not receiving a cost of living raise for the past two years, the Library Director will receive a cost of living increase to catch her up to the rest of the staff.

Siewert made a motion to approve the 2010-2011 Budget as presented, seconded by VanHellen. Motion carried.

Public Comment:

To accommodate Mr. Ashen, the board went back to public comment. Mr. Ashen stated that he questioned the reason given for his computer privileges being revoked. His complaint is being assigned to a committee and will be looked into.

Correspondence: None

For the Good of the Library:

Siewert suggested that the Library purchase a book written by Lee Totzke, who is from this area, entitled [Peaches & Past Times Cookbook: A Collection of Inspired Recipes, Memories and Timeless Photographs](#), a history of the peach industry in this area and across the United States. This would make a good idea for a program for the Library.

Time of Adjournment: 7:50 p.m. The next regular meeting will be held on Tuesday, July 13, 2010 at 2:00 p.m.

Approved by the Secretary: Carol Siewert

Date: Tuesday, July 7, 2010