

ST. CLAIR COUNTY LIBRARY BOARD OF TRUSTEES REGULAR
MEETING MINUTES

TIME & PLACE: 6:30 p.m. Tuesday, March 21, 2006
210 McMorran Boulevard, Port Huron, St. Clair County Main Library

PRESENT: BOARD MEMBERS: Lynn Moran, Kathy Nicholl, Helen Praet and Peter Vernier. DIRECTOR: James Warwick

ABSENT: Arnold Larson

ALSO PRESENT: Following staff members: Allison Arnold, Melissa Davis, Peggy Guoin, Dale Kittendorf, Kimberley Radatz, Sharon Smith and Faith Wormsbacher. Other: Times Herald Reporter Shannon Murphy, Gretchen Krug and Kathleen Wheelihan.

I. CALL TO ORDER AND ATTENDANCE BY Vice-Chairperson Praet at 6:35 p.m.

Pledge of the Allegiance

II. APPROVAL OF AGENDA:

Moved by Member Nicholl and supported by Member Moran to approve the Agenda as received. Motion unanimously carried.

Department's Report – Dale Kittendorf from the Technology's Department demonstrated the use of the Library's web site by surfing live. Dale gave an over all view of the current web site and explained future changes we will see through recent training he received. Director Warwick thanked Dale for his presentation.

III. CITIZENS' COMMENTS:

None

IV. APPROVAL OF MINUTES:

Moved by Member Moran and supported by Member Vernier to approve the February 21, 2006 Regular meeting minutes. Motion unanimously carried.

V. FINANCIAL REPORT:

a) Approval and Ratification of Bills.

Moved by Member Nicholl and supported by Member Moran to approve the Millage invoices for February 2006 totaling \$123,426.44 and Regular invoices for February 2006 totaling \$7,518.24. Motion unanimously carried.

b) Acceptance of Financial Report.

Director Warwick explained we have received additional Millage revenue since the report was printed in the amount of \$2,370,000. Penal fines have not been posted as of March, once their aware of the 2005 penal fine revenue balance they will start posting the penal fines on a monthly basis. Expenditures are coming in normally.

Moved by Member Moran and supported by Member Nicholl to accept the Financial Reports. Motion unanimously carried.

VI. COMMUNICATIONS:

a) Library Director's Report.

Director Warwick noted Stanley Arnett received a proclamation from the Board of Commissioners Wednesday night. He will also be presented a proclamation from the Library Board and staff at his retirement dinner Saturday night including an honorable certificate choosing three (3) items of material matters in honor of his services to be placed in the Library in his name. Director Warwick spoke with Shaun Groden and he did not want to meet with us on the 18th (Director Warwick and Member Moran). Children's programming specialist received their Literacy Award Sunday afternoon. Congratulations! Received a call from Robert Kempf, our 2005 year end figure for normal expenditures were \$323 in the positive and ending with a deficit of \$14,564 for 2005 contract settlement. There will be a workshop on March 31st in Frankenmuth, "How to pass a Millage" is anyone interested in attending? Last month question from Member Vernier, is there a way to put a fractional amount of the Millage ballot? Fletcher's office is researching. Should be presenting the Personal Policy to Terry Pettee soon. Attended the Burtchville Township meeting last night. General plans were approved.

b) Department and/or Committees.

Branch Librarian Patsy Beischer announced she is retiring, congratulations Patsy!

c) Thank you notices.

Friends of the Library

Moved by Member Vernier and supported by Member Moran to receive and file Communications. Motion unanimously carried.

VII. OLD BUSINESS:

a) Proposed 2007 Restoration Budget.

Director Warwick noted a 2007 restoration budget was presented at last months meeting. We should have this finalized by the April meeting to see if we'll be asking for an increase. Please bring questions/suggestions to the next meeting with a copy of your restoration budget. Vice-Chairperson Praet asked if the board will be signing a new contract with the IT Department. Director Warwick explained this is done on an annual basis and if we do not renew the contact we would have to adjust the 2007 budget by at least \$110,000 for salaries. Director Warwick to provide a copy of the AS IS Budget and a report if both the renewal and increase failed at the next board meeting what would be the result of this failure.

b) Programming Policy.

Moved by Member Vernier and supported by Member Nicholl to approve the Program Policy as amended. Motion unanimously carried.

VIII. NEW BUSINESS:

a) Building Assessment Study – discussion.

Director Warwick explained in the recent discussion with the County there was a thought of putting a question on the ballot in terms of doing work on the building and talking with board members, it seems that most of them feel that it's very premature to be asking for a Millage on a building until we have more information. Director Warwick explained this study would be an assessment of the condition of the building and not a cost assessment of what the building's worth. Director Warwick will check in the other County studies.

b) Board Member Reports.

Member Vernier – No report.

Member Moran – Asked if the Library could donate a book for Branch Librarian Patsy Beischer who is retiring. Director Warwick said yes for every ten (10) years of service a book would be donated.

Member Nicholl – Branch Librarian Kaye Ray attended the team building workshop (very valuable). Other than that things are going on at status quo. Program held Saturday didn't go over real well, the staff is looking at why.

Vice-Chairperson Praet – Spoke with Branch Librarian Julie Alef, their First Thursday program in April sponsored by their Friends will include the County's Cooperative Extension Department who will be talking about gardening. Also noted their branch is short two staff members (Asst Branch Librarian (until June) and Page) and other staff shortages. Visited with Branch Librarian Jane Perukel at G. Lynn Campbell she said it has been just the usual but today has been crazy. All Branch Managers attended the Team Building Workshop at the Community College (very good). Jane also attended a workshop in Lansing on Readers Advisory. Vicky Hurley at the Marysville Branch explained the AARP is really busy for free tax services for seniors but they do have openings on April 10th and next Monday their Friends are sponsoring a program discussing the Morton's family.

NEXT REGULAR MEETING DATE. Tuesday, April 18, 2006 at 6:30 p.m., located at the Ira Township Fire Hall, 7065 Meldrum Road, Fair Haven.

IX. ADJOURNMENT: Moved by Vice-Chairperson Praet and supported by Member Vernier to adjourn meeting. Meeting adjourn at 7:46 p.m.

Respectfully Submitted:

Arnold H. Larson, Chairperson

James F. Warwick, Director/Secretary