

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:05 AM on Tuesday, August 18, 2009.

Roll call was taken and present were K. Bates, J. Bejgrowicz, K. McNeely and S. Parsons. M. Erdman arrived at 11:16 AM.

J. Bejgrowicz moved to approve the agenda. Seconded by S. Parsons, motion carried.

Public Participation:

David Eagleton, President of the Friends of the Library, introduced himself. New regulations require that the Friends have a Board of Directors, in addition to the current officers. David asked the board members to communicate this information to anyone who may be interested in serving as a director.

K. Bates moved to approve the minutes from the July 21, 2009 meeting. Seconded by J. Bejgrowicz, motion carried.

S. Parsons moved to approve the financial report. Seconded by J. Bejgrowicz, motion carried.

J. Bejgrowicz moved to approve the August bills. Seconded by S. Parsons, motion carried.

Director's Report

- A. The monthly circulation stats comparisons for July were distributed in the board packets.
- B. The Friends of the Library held their annual book sale on Friday, July 31 and Saturday, August 1. Sales increased approximately 50% over last year.
- C. The Interim County Administrator asked department heads to submit Wish Lists for items or projects that would improve their operations. We sent a memo requesting a new telephone system to replace our twenty-year-old telephones.
- D. AT&T – On Friday, August 14, we finally received our countersigned contract from AT&T. Hopefully, this delay will not adversely affect our funding from USF.
- E. On Wednesday, August 12, Steve Wery had Al Thompson install two new toilets in the public restrooms. We have not had to plunge the toilets or mop the floors since these new toilets were installed. The library employees are happy to have this daily task removed from their job descriptions.
- F. We had the opportunity to apply for five additional computers through the Broadband Technology Opportunities Program. We didn't learn about this State of Michigan grant proposal until Thursday, August 6, and the paperwork had to be completed by the next day, August 7.

Old Business:

- A. Preliminary 2009-2010 Budget – Update – We still have not been notified either verbally or in writing about our budget. I called the Interim County Administrator, who told me they had just completed the draft budget and were submitting it to the Finance Committee.

At this point in the meeting, Mike Erdman told the library board that the Finance Committee would be meeting on Monday, August 24 at 4:30 PM to discuss the budget. Mike said that we would know what the draft library budget would be at the conclusion of that meeting. P. Cheski suggested that the Library Board hold a special meeting to discuss the draft budget as soon as possible after the August 24 meeting. Board members will send their schedules to P. Cheski, so a special meeting can be scheduled.

The board members also asked P. Cheski to ask the Interim County Administrator the following questions: What would happen if the budget is not approved by October 1, 2009? Will the County be shut down for business? Will the employees be paid, or forced to take time off without pay? What contingency plan will be in place?

- B. SIRS/Symphony Migration – The library employees are continuing to correct mistakes that were made in the migration process, and they are modifying all the records for our separately shelved collections, such as Award books, paperbacks, holiday, board and series books. J. Montgomery is researching ways to improve our Internet service, as we have maxed out our bandwidth on many occasions. This adversely affects our ability to use the SIRS system and creates long waits for our customers.
- C. Hermansville Branch Wiring for Internet – DSTech from Escanaba installed the new wiring and the Internet connection is working fine. The Friends of the Library paid for this improvement to our Internet service.
- D. Hermansville – New Hours – So far, the customers are getting used to the new hours, which began on Tuesday, August 4, and we haven't received any complaints.

New Business:

- A. Meeting Room Policy – After discussion of the revised policy and opinion from Dan Hass, S. Parsons moved to revise the meeting policy and release/reservation form. Seconded by K. Bates, motion carried.
- B. Library Staff Update – P. Shuman is still on temporary leave taking care of her husband, and the other library employees are covering her duties and hours.
- C. Penal Fines – July 1, 2008 through June 30, 2009 – The penal fines were down \$7,334.98 from our budgeted amount of \$80,000.00. We budgeted \$75,000 for the next fiscal year, and hopefully the economy will pick up and penal fines will increase to this amount.

Other Board Concerns:

There were no other board concerns at this time.

Public Participation: There was no public participation at this time.

As there was no further business, J. Bejgrowicz moved to adjourn the meeting. Seconded by K. Bates, motion carried. The meeting adjourned at 11:42 AM.