

Van Buren District Library Board

Board Meeting July 27, 2010 Webster Memorial Library

Minutes

Vice Chairperson, Joe Miller, called the meeting to order at 4:30 p.m. at the Webster Memorial Library.

Present: Marianne Abbott, Bev McLarty, Phillip Marshall, Arlen Winther, Sandra Hanson, Joe Miller. David Tate, director; Debby Stassek, assistant director.

Absent: Wayne Rendell (excused), Catherine Hulin (excused).

It was moved to approve the agenda as distributed. (Motion: Marshall; Second: McLarty; Motion: Carried).

It was moved to approve the minutes of the June 22, 2010 board meeting as mailed. (Motion: Hanson; Second : Abbott; Motion: Carried).

It was moved to approve for payment the July 2010 "Due to" vouchers number 10-07-01 through 10-07-04 in the amount of \$2,487.30; and General Fund vouchers number 10-07-03 through 10-07-101 in the amount of \$121,880.31. (Motion: McLarty; Second: Hanson; Motion: Carried).

Public Comment:

None

Director's Report:

Mr. Tate reviewed the Library's revenues and expenditures through the first half of the year. He noted that the interest rate on certificates of deposits is starting to inch back up and 99.9 percent of property tax has been received. The Webster Trust made a \$20,000 payment on July 1. The Library has 84 percent of revenues for the year.

The 24 computers have been ordered and received from the broadband stimulus grant. Details of payment procedures with Michigan State University are being finalized. In total, the Library will receive \$24,000 in computers and \$24,000 in "extras," such as furniture. The large public computer desk for Decatur is scheduled to arrive in early September.

Software installations and configurations will take longer on the new computers because Windows 7 has different features and some new restrictions.

The Library received the 2009 MERS Actuarial Report and the library's account is now funded at 93 percent. The contribution rate for next year is 6.59 percent, which is down from 8.45 percent in 2010. Mr. Tate will present a recommendation for the board to consider at next month's meeting to reach 100 percent funding by next year.

Mr. Tate reviewed the 2nd quarter circulation report. All library locations are still very busy and circulated 160,071 items. Interlibrary loan (MeLCat) continues to be popular as 2,698 items were borrowed from other libraries. Internet timeslots used are up 7.57 percent and wireless use is up more than 532 percent from the same period last year.

Mr. Tate reported on the American Library Association Conference in Washington, D.C., June 25 to 28, pointing out that over 26,000 librarians and vendors from around the country were in attendance. The focus, as in recent years, was on new technologies and the various applications for use in the library setting.

The Summer Reading Program is wrapping up. Over 520 readers have signed up at the Antwerp Branch, breaking their 2008 record. All locations have had weekly programs and many parties are planned for the next two weeks. A complete statistical report will be available next month.

The annual Friends of the Library book sale starts next week, with the pre-sale in the evening on August 5, and during the day on August 6 and 7. Lawrence is scheduled to hold the next book sale over Labor Day Weekend.

Investment Committee:

It was moved to approve the following investments:

Automation Fund – Edgewater Bank – renewed a \$50,000 certificate of deposit for 14 months at 1.50 percent interest, due September 4, 2011. Interest will be paid by check monthly.

General Fund – Chemical Bank – renewed a \$100,000 certificate of deposit for 12 months at 1.24 percent interest, due July 22, 2011. Interest will be paid by check monthly.

(Motion: McLarty; Second : Marshall; Motion: Carried).

Unfinished Business:

Preparations continue for the Webster 50th Anniversary celebrations in October. The new front doors (\$2,500, Webster Trust) are installed. New drapes are being installed this week on the 10 big windows (\$4,000, Webster Trust). The parking lot will be re-sealed and striped on August 8, and the drywall throughout the building will get a fresh coat of paint later in August.

The anniversary program dates are Thursday, October 21, for the Friends Dinner and Sunday, October 24, for the Open House (probably 2 to 4 p.m.), with refreshments.

Twenty one past Friends of the Library dinner speakers will be invited back to that event, free of charge.

The commemorative book by Larry Massie is finished. The book is 64 pages and will cost \$3.00 each to print, with a minimum order of 1,000. Fifteen copies will be sent to the bindery to have hard covers added. The Webster Trustees, past and present, will receive an autographed hard bound copy of the book.

It was moved to order and distribute the anniversary book for free, as a tribute to the Webster Trust for 50 years of free use of the library. (Motion: Winther; Second: Marshall; Motion: Carried).

New Business:

None

The date of the next Board meeting was set for August 24, 2010 at the Webster Memorial Library. The meeting adjourned at 5:15 p.m.

Respectfully Submitted,

Chairman

Secretary

Recorded by Debby Stassek