

Minutes of the Beaver Island District Library Board

Meeting held Thursday, April 14, 2011

Present: Stambaugh, Gregg, Burton, Weirenga, Souders, Lounsberry, Lyle, Cruickshank, Moore

Others: Birdsall, Taylor, Tidmore, Jones

- ❖ **Call to order** at 4:30 p.m. by Stambaugh
 - Meeting dates need adjusting
- ❖ **ADDITIONS TO AGENDA**
 - Survey
 - Committee for job descriptions
- ❖ **READING OF MINUTES OF MEETINGS FEBRUARY 17 AND MARCH 24**
 - Sent via email and several are having trouble printing
 - Weirenga motion to accept minutes of February 17/Burton seconded/Passed
 - Weirenga motion to accept minutes of March 24/ Souders seconded/Passed
 - Lounsberry will mail minutes out as email did not work for the majority
- ❖ **FINANCIAL REPORT**
 - See attached financial statement
 - Copy of bill from Wojan for tree removal has been sent to insurance have not heard back
 - Lounsberry motion to accept financial report/Souders seconded/Passed
- ❖ **LIBRARIAN REPORT**
 - See attached statement we are picking up slowly
 - Weeded out VHS tapes
 - Summer Programs
 - Tara Palmer has agreed to a Fancy Nancy and a Super Hero party
 - Andrea Moore has agreed to teach a Baby and Toddler Sign Language
 - NuGen meeting in Traverse City was excellent will meet 4 times a year
- ❖ **OLD BUSINESS**
- ❖ **FOIA**
 - Policy to go in our manual on page seven as number six
 - “Beaver Island District Library will comply with all provisions of the State of Michigan’s freedom of Information Act. Requests may be made in person, by mail, or by e-mail. The BIDL F.O.I.A. Coordinator will respond to an appropriate request in 5 business days. A charge of \$10 per hour for research and retrieval and \$.10 per copy plus postage will be made to the person filing the request.”
 - Motion Weirenga/seconded Lyle/Passed
- ❖ **School visits**
 - Is on hold until M.G. is able to coordinate with the school
- ❖ **Job Descriptions**

- Committee to review - Lounsberry and Lyle
- ❖ **Survey of patrons**
 - Board provide questions to Lyle within a week
- ❖ **Tree Removal**
 - Wojan looked at it; Cruickshank will call and remind him
- ❖ **Benches for garden**
 - Gentle will make two at \$400/each
 - Motion by Lyle to have Gentle make two benches/Gregg seconded/Passed
- ❖ **Extra computer**
 - Back up for present public computers
 - Stambaugh motioned that \$1200 be used to purchase new computer system/seconded Burton/Passed
- ❖ **Cement Project**
 - Board opted to decline the Cary offer and repost the bidding for the 28th of April to be finished by June 15th. Contractors will be sent a notice. Motion by Weirenga/seconded Lounsberry/Passed
- ❖ **CORRESPONDENCE**
 - MLA membership
 - AMVETS letter (attached) Library will purchase a \$100 brick. Motion Lyle/second Gregg/Passed
- ❖ **PUBLIC COMMENT**
 - Jones: the library is doing a good job.
- ❖ **ADJOURN**
 - Motion by Gregg/seconded by Burton/Passed 5:30 p.m.

Respectfully submitted,

Phyllis Moore