

ST. CLAIR COUNTY LIBRARY BOARD OF TRUSTEES ANNUAL MEETING MINUTES

TIME & PLACE: 6:30 p.m. Tuesday, September 20, 2005
210 McMorran, Port Huron, St. Clair County Main Library

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

ABSENT: None

ALSO PRESENT: Following staff members: Barbara Adent, Stanley Arnett, Allison Arnold, Anne Marie Bedard, Lorraine Datres, Maura Gostinger, Peggy Guoin, Anita Jackson, Cathy Kilbourn, Kimberley Radatz, Mary Redigan, Janet Rose, Faith Wormsbacher; County Commissioner; Pamela Wall, Radio 1st Reporter, Brenda Arnold, Randy Datres and Kathleen Wheelihan.

I. CALL TO ORDER AND ATTENDANCE BY Chairperson Vernier at 6:32 p.m.

Pledge of the Allegiance

II. APPROVAL OF AGENDA:

Moved by Member Larson and supported by Member Praet to approve the Agenda. Motion unanimously carried.

Chairperson Vernier reminded everyone there is an agenda the board is addressing and any comments should have some business to do with the agenda and comments are limited to five minutes. Also noted any comments that seem to be slanderousness or libelous will not be allowed.

III. CITIZENS' COMMENTS:

None

IV. APPROVAL OF MINUTES: Moved by Member Larson and supported by Vice-Chairperson Moran to approve the August 16, 2005 Regular Meeting Minutes. Motion unanimously carried.

Director Warwick explained the color chart for the board packet.

V. FINANCIAL REPORT:

a) Approval and Ratification of Bills.

Moved by Member Larson and supported by Member Nicholl to approve the Regular invoices for August 2005 totaling \$11,663.06 and Millage invoices for August 2005 totaling \$62,439.16. Motion unanimously carried.

b) Acceptance of Financial Report.

Director Warwick explained he added a third column on the Summary of Revenue Report labeled Estimate Year-End Income. Also explained the interest revenue amount is high due to a larger fund balance amount. An area that concerns him is penal fines and feels we are going to be about \$77,000 dollars short. Director Warwick explained further in detail the Summary of Revenue, Expense Reports and Material Expenditure Report (includes only Baker & Taylor). Director Warwick will provide the board a Material Expenditure Report once more before December.

VI. COMMUNICATIONS:

a) Library Director's Report.

Director Warwick explained his letter to the Times Herald editor did not get published. Also explained his memo regarding an explanation of the fund balance the board received. There will also probably be a 10% reduction in our state funding for 2006 (loss of \$18,200.00). We started our amnesty and as of today we had sixty-five old items returned dated from 1979 to 2002. Also included a drawing of the new Burtchville Branch. Received twenty-three reservations as of today for the Community Foundation fundraiser and received \$1,050 dollars in other recent donations. County Budget will be presented tomorrow night. Director Warwick explained the potential cooperative venture with the Port Huron Museum in

preserving our local history. Member Larson asked if there was a way to fill these open positions either temporary or to pay the staff additional hours (over-time) to help during the shortage? Director Warwick explained it would be difficult to hire someone on a temporary basis for the amount of training it would take to do a circulation job, but yes offering over-time is something we could do. Moved by Member Larson and supported by Member Praet to approve extended hours (paying over-time) to help cover shortages. Motion unanimously carried.

- b) Department and/or Committees.
- c) Other.

VII. OLD BUSINESS:

- a) Detroit Edison Company Tax Assessment Appeal Letter.
Commissioner Pamela Wall noted the judge who is hearing the case passed away and a new judge will be taking over which will cause a delay in the appeal until January.
- b) Special Report (Ad hoc committee).
Moved by Member Larson and supported by Member Nicholl to accept the Ad hoc report and to thank the Ad hoc committee for preparing the report. Motion unanimously carried.
Chairperson Vernier noted this is a public record and is available.
- c) Library Director's Contract/Evaluation.
Moved by Member Larson and supported by Vice-Chairperson Moran to place the Library Director's Contract/Evaluation back on the table. Motion unanimously carried.
Moved by Member Larson and supported by Vice-Chairperson Moran to approve the Library Director's Contract as proposed for years 2006 through 2008. Four yes and one no (Member Praet). Motion carried.
- d) Goals.
Director Warwick explained Library goals in detail: Categories Staff, Outside activities, Finances, Foundation, Organization, Technology and other. Director Warwick asked that they hold any comments until he returns from vacation next Tuesday.

VIII. NEW BUSINESS:

- a) Christmas Eve Day December 24th (Saturday) and New Years Eve December 31st (Saturday) request to be closed.
Moved by Member Praet and supported by Member Nicholl to send a letter to County Commissioners requesting to be closed on December 24th Christmas Eve Day and December 31st New Years Eve. Motion unanimously carried.
- b) Schedule for Year 2006 meeting dates and locations.
Moved by Member Larson and supported by Vice-Chairperson Moran to approve the schedule for 2006 Library Board meeting dates and locations. Motion unanimously carried.
- c) Board Member Reports.
Member Praet – Last Monday night Marysville hosted a basic kayaking program, twenty-five people attended. Staff member who has been off due to surgery maybe returning the beginning of October. Monday October 17th from 6 to 8 p.m. the Marysville Friends will be sponsoring an open house featuring the history of Marysville. Branch Librarian Vickie Hurley will start having the beginning computer classes at the end of October. G. Lynn Campbell Branch Librarian, Jane Perukel broke her ankle but is doing ok. Also noted they had a few books returned during amnesty. St. Clair Branch had their bronze book stolen located in front of the Library in August. Active Friends member Kathy Schoeneweg originally donated the statues to the City to be placed in front of the Library and on October 1st local girls who are in girl scouts are holding a car wash fundraiser from 11 to 1 p.m. (replacement value \$250.00). Classroom tours will be beginning but Branch Librarian Julie Alef doesn't have any time to go out to schools for outreach programs. Their first Thursday program begins October 6th program is Pewabic Pottery at 6:30 p.m.
Member Nicholl – Nothing
Member Larson – Nothing
Vice-Chairperson Moran – Visited Memphis and everything is going well. Patron visit was up 34% and Circulation was up by 14%. Coming up this month Memphis is having a quilting program for beginners and a Fall Bulb & Garden Presentation on October 13th at 6:30 p.m. being sponsored by their Friends Groups. Their Friends did very well on their bake and book sale raised \$1,300. Halloween party planned for October 28th from 6 to 8 p.m.
Chairperson Vernier – Nothing

d) Election of Library Board Officers.

Director Warwick requested a nomination for Chairperson of the Library Board. Member Praet nominated Member Larson for Chairperson of the Board. Member Larson accepted. Moved by Member Vernier and supported by Member Nicholl to approve the nomination of Member Larson as Chairperson. Motion unanimously carried.

Director Warwick requested a nomination for Vice-Chairperson of the Library Board. Chairperson Larson nominated Member Praet for Vice-Chairperson of the Board. Member Praet accepted. Moved by Member Vernier and supported by Chairperson Larson to approve the nomination of Member Praet as Vice-Chairperson. Motion unanimously carried.

Member Moran thanked Member Vernier for his services for the past year as Chairperson of the St. Clair County Library Board.

NEXT REGULAR MEETING DATE. Tuesday, October 18, 2005 at 6:30 p.m., located in the Gilbert Wilcox Meeting Room at the Main Library, 210 McMorran Boulevard, Port Huron.

IX. Adjournment. Meeting adjourned at 8:02 p.m.

Respectfully Submitted:

Arnold H. Larson, Chairperson

James F. Warwick, Director/Secretary