

(The minutes will be approved at the next board meeting)
Brighton District Library
Board of Trustees Meeting Minutes
December 20, 2005

CALLED TO ORDER: This meeting was called to order at 7:30 p.m.

ATTENDANCE: Present: President Anne King-Hudson, Jack Nowicki, Jeannette Hill, Charles Osterdale, Jane Clarke and Chris Claflin.

Absent:

Staff: Director Charlene Huget,

Guest: Lee Gough, Prospective Board member,

APPROVAL OF AGENDA: Moved by Jeannette Hill and seconded by Charles Osterdale to approve the agenda with the following addition. Add Resolution #05-0057 regarding the Patron/Rules of Conduct Policy #046 under Policy and Personnel; add Resolution #05-0058 regarding Safe and Sound security cameras and Resolution #05-0059 regarding Self check units under Building and Technology. Also add the approval of December 19, 2005 Board/Committee minutes under the Approval of Minutes.
Motion carried

APPROVAL OF MINUTES: Moved by Charles Osterdale and seconded by Jane Clarke to approve the November 15, 2005 Board Minutes. Motion carried.

Moved by Jeannette Hill and seconded by Charles Osterdale to approve the November 29, 2005 Board/Committee Minutes. Motion carried

Moved by Jeannette Hill and seconded by Jane Clarke to approve the December 6, 2005-Board/Committee Minutes. Motion carried

Moved by Charles Osterdale and seconded by Jane Clarke to approve the December 19, 2005-Board/Committee Minutes. Motion carried

PUBLIC COMMENTS: none

STAFF COMMENTS: none

PRESIDENT'S REPORT: none

DIRECTOR'S REPORT:

- The self check units and security cameras were discussed at the Building and Technology meeting on December 19, 2005 discussed. A summary of cost was handed out to the Board.
- Fundraising letter has been mailed out. The total donations, so far, is \$1,300 for the foundation and \$900 for general donation fund. We are ahead from last year.
- There was a discussion to meet with the Northfield Township Library's Director and Board of Trustee President. We sent a letter on December 6, 2005 indicating several dates in January 2006 to meet. As of December 20, 2005 there has been no response from Northfield Township Library.

- Also discussed was the incident that occurred at the library last week. The library's attorney advised that we approve the revised Patron/Rules of Conduct Policy #406 immediately.
- Director Huget introduced Lee Gough, prospective Board member, to the Board of Trustee.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #05-0055: Moved by Jeannette Hill and seconded by Jane Clarke to approve the payment of bills based on claims docket in the amount of \$ 41,486.16 dated 12/20/05.

Motion carried

Resolution #05-0056: Moved by Jeannette Hill and seconded by Jane Clarke to approve the payment of payroll checks dated 11/17/05, 12/01/05 and 12/15/05. Motion carried.

Policy/Personnel: Moved by Jack Nowicki and seconded by Jeannette Hill to table the elimination of the claims docket for the Committee to review.

Moved by Jeannette Hill and seconded by Jane Clarke to open discuss regarding the changes to Policy #312-Board of Trustee By-laws for the President's term of office. The Board agreed not to approve the changes to this policy. Motion denied.

Lee Gough, prospective Board member, introduced himself to the Board. He has been resident of Brighton for 25 year. He served on several Boards. He is an attorney and has an office in Brighton. He believes that a good board member has to be experienced and open minded.

Resolution #05-0060: Moved by Charles Osterdale and seconded by Jane Clarke to offer the vacant Board of Trustee position to Lee Gough. Motion carried.

Resolution #05-0057: Moved by Charles Osterdale and seconded by Jeannette Hill to approve the revision of Policy #406-Patron/Rule of Conduct Policy. Motion carried.

Building/Technology:

Resolution #05-0058: Moved by Charles Osterdale and seconded by Jeannette Hill to approve Safe and Sound to install security cameras. Funds will come out of the General Fund Balance. Motion carried.

Resolution #05-0059: Moved by Charles Osterdale and seconded by Jeannette Hill to approve the purchase of 2 self-check units from Integrated Technologies Group not to exceed \$17,000. Funds will come out of the General Fund Balance. Motion carried

Planning/Fundraising:

The following is the proposed 2006 Slate of Officers:

President: Jack Nowicki

Vice President: Jane Clarke

Secretary: Charles Osterdale

Treasurer: Anne King Hudson

Trustee: Jeanette Hill

Trustee: Lee Gough

Board meeting dates for 2006 are as follows:

January through April and October through December 2006: Regular Board Meetings and Committee Meetings will be on the 1st and 3rd Tuesday of the month

May through September 2006: Regular Board Meetings and Committee Meetings will be on the 1st and 3rd Wednesday of the month.

Public Relations: none

OLD BUSINESS: There was a discussion regarding meeting with Northfield Township library and how to better serve Green Oak Township.

NEW BUSINESS: none

BOARD COMMENTS: With reluctance the Board accepted Chris Claflin resignation effective at the end of December.

ADJOURNMENT: This meeting adjourned at 8:53 p.m.

Respectfully submitted,

Susan Wilson, Administrative Assistant

Brighton District Library

Next Committee Meeting: Tuesday, January 3, 2006

Next Board Meeting: Tuesday, January 17, 2006