

Brighton District Library
Board of Trustees Meeting Minutes
May 20, 2008

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

ATTENDANCE: Present: President Lee Gough, Jane Clarke, Anne King-Hudson, Jeannette Hill and Scott Nielsen

Absent: John Yera and Jane Petrie

Staff: Nancy B. Johnson, Director, Ed Rutkowski, Assistant Director, Mary Johnson, Outreach Librarian and Sue Wilson, Recording Secretary.

APPROVAL OF AGENDA: Moved by Jeannette Hill and seconded by Jane Clarke to approve the agenda. Motion carried

APPROVAL OF MINUTES: Moved by Jane Clarke and seconded by Jeannette Hill to approve the April 15, 2008-Board Meeting. Motion carried.

Moved by Jane Clarke and seconded by Jeannette Hill to approve the May 6, 2008-Committee Meeting

Moved by Jane Clarke and seconded by Jeannette Hill to approve the May 6, 2008-Special Meeting

PUBLIC COMMENTS: Taylor Coloske, a student at Kensington Woods High School, introduced himself. Taylor will be doing a three week internship under the supervision of Teen Librarian Jennifer Osborne.

STAFF COMMENTS: Mary Johnson, the library's Outreach Librarian, presented to the Board the many projects she is involved in here at the library and outside of the library.

- Organizes and delivers books to our homebound patrons
- Purchases the library's large print materials and audio books
- Organizes and participates in monthly programs at the Senior Center
- Participates in the MLA-services to the special population group
- Is the contact person through the library for the Washtenaw County Library for the Blind and Physically Disabled (LBPD).
- Develops the Brighton Senior Services Directory
- Involved in the Aging Network Breakfast group

PRESIDENT 'S REPORT: President Lee Gough referred to Anne King-Hudson for discussion of the Orndorf Drive SAD. Anne King-Hudson attended the Brighton City Council meeting May 15, 2008 and gave the Board a summary of the meeting. The legal opinion apparently stated that the SAD does not provide a mechanism to collect the SAD funds from non-profits and public entities currently included in the SAD. The City Council tabled this for consideration at their next council meeting.

DIRECTOR'S REPORT: Director Johnson gave the Board the following updates:

- Presented to each Board member a volunteer recognition certificate for all the hard work they do for the library.
- Also recognized was Theresa Burt who stepped in to supervise the shelvers and keep that department flowing while Diana Pierce was on medical leave.
- At the all staff meeting~longevity pins were presented to staff members. More that half of the staff has been here 5 years and more.
- SpringFest, again, was a huge success this year. Over 300 attended. Director Johnson showed the Board an advertisement of our SpringFest flyer in the Metro Parent Magazine. Great publicity.
- The library will be hosting a free public mobile exhibit this Saturday, May 24th presenting Midwest POWs in Nazi Germany.
- Discussed the future Candlewood Suites Hotel project.
- The Brighton Art Guild is celebrating their 10 year anniversary of Art in the Library. The Brighton Art Guild has donated approximately \$3,000 to the library from the sales of the art.
- A social invitation from the Brighton Commerce Bank was presented to the Board to celebrate their anniversary Wednesday, June 4th.

COMMITTEE REPORTS:

Building/Technology: Secretary Scott Nielsen discussed upgrades for the library such as new carpet, lighting, computers/laptops. It was suggested that an energy audit be included in the next budget.

Planning/Fundraising: none

Policy/Personnel: Trustee Jane Clarke discussed the evaluation of Director Johnson. The Board commended Director Johnson. They feel she has exceeded all of their expectations. A formal evaluation will be presented in writing.

Budget/Finance:

Resolution #08-0020: Moved by Jeannette Hill and seconded by Anne King-Hudson to approve the payment of bills based on claims docket in the amount of \$34,199.66 dated 05/20/08. Motion carried.

Resolution #08-0021: Moved by Jeannette Hill and seconded by Jane Clarke to approve the payment of payroll checks dated 4/17/08 and 5/01/08. Motion carried

Resolution #08-0022: Moved by Jeannette Hill and seconded by Jane Clarke to approve the 2007 Audit. Motion carried.

Public Relations: Next meeting set for Tuesday, June 3rd.

OLD BUSINESS: none

NEW BUSINESS: The Board discussed the Certificate of Deposit. Resolution #08-0023: Moved by Jane Clarke and seconded by Scott Nielsen to transfer the \$100,000 Certificate of Deposit that matures May 23, 2008 to a 90 day CD at First National Bank. Motion carried.

BOARD COMMENTS: The Board discussed the BDL Statistical Report presented by Assistant Director Ed Rutkowski.

ADJOURNMENT: This meeting adjourned at 8:50 p.m.

Minutes approved by Scott Nielsen, Board Secretary, Brighton District Library.

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

Next Committee Meeting: June 3, 2008

Next Board Meeting: June 17, 2008