

Brighton District Library
Board of Trustees Meeting Minutes
August 19, 2008

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

ATTENDANCE: Present: President Lee Gough, Jeannette Hill, Jane Clarke, Scott Nielsen and Jane Petrie.

Absent: John Yera, Anne King-Hudson

Staff: Nancy B. Johnson, Director, Ed Rutkowski, Assistant Director

APPROVAL OF THE AGENDA: Moved by Jane Clarke and seconded by Jeannette Hill to approve the agenda with the following change: To move the Strategic Planning/Task Force discussion after staff comments. Motion carried.

APPROVAL OF THE MINUTES: Moved by Jeannette Hill and seconded by Jane Petrie to approve the July 15, 2008-Board meeting minutes. Motion carried

Moved by Jeannette Hill and seconded by Jane Petrie to approve the August 5, 2008-Committee meeting minutes. Motion carried

PUBLIC COMMENTS: none

STAFF COMMENTS: Ed Rutkowski, Assistant Director, demonstrated the Value Line investment research database which is available on our website. This provides/features several stock performance summaries, stock screening, and model portfolios.

STRATEGIC PLANNING/TASK FORCE: Eric Becher reviewed the strategic planning process and provided dates/time line for the Strategic Task Force meetings.

- Thursday, September 11-BDL Staff Focus Group
- September 12 through October 20-Focus group meetings
- September 23-Strategic Task Force Retreat
- Sunday, October 26-Meeting #1
- Tuesday, November 11-Meeting #2
- Tuesday, December 9-Meeting #3
- December 9 through January 9-Final plan development
- Tuesday, January 20, 2009-Presentation to the Board for approval.

The project analysis was discussed. This is a template to assist staff and focus groups in the planning process. Invitations to participate in the Strategic Task Force will be mailed soon. The Brighton District Library newsletter, also, invites patrons to participate in the focus groups.

PRESIDENT'S REPORT: President Gough thanked Director Johnson for the positive feedback he's been receiving on her community involvement. President Gough also discussed tax assessments in Livingston County.

DIRECTOR'S REPORT: Director Johnson discussed the following:

- The American Red Cross thanked the library for providing a place for their blood drive. It was a successful blood drive. They received 40 units of blood.
- Election results for Livingston County were discussed.
- 2008/2009 Budget. The draft will be review at the next Committee meeting on September 2 with the public hearing and approval at the next Board meeting on September 16.

- HVAC unit repairs. A building-wide energy audit remains under discussion
- Michigan Chamber Services is offering their Green initiative workshop in September.
- The next Livingston County Library Trustee and Directors meeting will be on Monday, October 27, 2008. Howell Carnegie Library will host this event.
- The Friends of the Brighton District Library's fall book sale will be from Wednesday, September 17 through Sunday, September 21.

COMMITTEE REPORTS:

Building/Technology: none

Planning/Fundraising: none

Policy/Personnel: none

Budget/Finance:

Resolution #08-0033: Moved by Jeannette Hill and seconded by Jane Petrie to approve the payment of bills based on claims docket in the amount of \$51,819.56 dated August 19, 2008. Motion carried
Resolution #08-0034: Moved by Jeannette Hill and seconded by Jane Petrie to approve the payment of payroll checks dated 07/24/08 and 08/07/08. Motion carried.

Public Relations: none

CLOSED BOARD MEETING: Moved by President Gough and seconded by Jane Clarke to close the regular Board meeting for a closed session to discuss the Director's salary. Motion carried.

REOPEN BOARD MEETING: Moved by Jane Petrie and seconded by Jane Clarke to reopen the regular Board meeting. Motion carried.

OLD BUSINESS: none

NEW BUSINESS: none

BOARD COMMENTS: none

ADJOURNMENT: This meeting adjourned at 8:57 p.m.

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

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

Next Committee Meeting: September 2, 2008

Next Board Meeting: September 16, 2008