

MINUTES

BALDWIN PUBLIC LIBRARY BOARD MEETING

September 19, 2005

Present Ileana Thal, Joan Heinicke, Tom Sweeney, Paul Vander Meer, Ann Conigliaro, Jan Bird arrived at 7:43P.M.

Staff Martha Custer – Director, Wendy Lampert – Administrative Assistant, Julie Farkas – Associate Director, Doug Koschik – Associate Director

Guests Warren Spatz, Dorothy Conrad, Susan Wallace, Seth Chafetz, Susan Wallace, Mary Jane Barker, Geri Rinschler, David Bloom, Stuart Sherman, Shelly Weisberg

Call to Order President Ileana Thal called the meeting to order at 7:31 P.M.

Approval of Minutes Paul Vander Meer moved that the minutes of the August 15, 2005 meeting be approved as written. Tom Sweeney seconded.

VOTE: Yeas, Ileana Thal

Paul Vander Meer

Joan Heinicke

Tom Sweeney

Ann Conigliaro

Nays, None

Absent, Jan Bird

Joan Heinicke wants copies of the minutes for the public at the board meetings.

Financial Reports A motion to approve vouchers for August and certifying of claims was initiated by Tom Sweeney. Paul Vander Meer seconded the motion.

VOTE: Yeas, Ileana Thal

Paul Vander Meer

Joan Heinicke

Tom Sweeney

Ann Conigliaro

Nays, None

Absent, Jan Bird

Marti Custer presented the vouchers in the amount of \$242,697.70, to Ann Conigliaro to be signed.

Jan Bird arrived at 7:43 P.M.

Marti Custer said that the budget document included with the board packet had been redone with up to date information. She said the library had received a grant from the Foundation for Senior Citizens. It is unexpected revenue so a motion is required to accept it and to amend the budget.

Tom Sweeney made a motion to accept the grant from the Foundation for Senior Citizens for \$1500 and to amend the budget and increase the total by \$1500.00.

VOTE: Yeas, Ileana Thal

Paul Vander Meer

Jan Bird

Tom Sweeney

Ann Conigliaro

Joan Heinicke

Nays, None

Absent, None

President's Report

Ileana Thal said the Board had received the invoice from the city's attorney on the open meetings act legal opinion. She has received suggestions for the procedure of evaluating the Director from three board members and requested the rest of the board forward to her their suggestions to compile for the next Board meeting. Ileana said she has a copy of the open meetings act to help resolve questions in the future. She asked Paul Vander Meer and Ann Conigliaro to develop rules of procedure for the board meeting. In addition, Paul Vander Meer will be discussing a chapter of the Michigan Public Library Trustee Manual each month, starting next month.

Director's Report

Marti Custer announced that author Sandra Brown is coming to the library this week and that the Beat Museum on Wheels is coming next week.

Associate Directors' Report

No questions.

Friends of the Library

The Friends elected a new board member, Theresa Costello. The Friends are having a special program on October 23rd with John King of John King Books evaluating books. The Claudia Ireland bequest will remain in a cd temporarily.

Committee Reports:

Finance

Ann Conigliaro made a motion to develop an RFP to hire a communications consultant to engage the community in discussion of the fee issue and other library issues that may be identified. Tom Sweeney seconded.

Gerri Rinschler said that the school board has always been encouraged to increase revenue; she applauds the library board's effort at investigating revenue sources.

David Bloom said that before hiring a consultant, the library board should use their expertise to develop questions in advance and to benchmark with other libraries around the state. Once the board compiles the information, they could see if it's really necessary to hire a consultant.

Seth Chafetz said he remembers paying fees for movies. The charter does say it is a free library and he thinks having things free brings in a nice mix of people. The revenue comes from late fees.

VOTE: Yeas, Ileana Thal
Paul Vander Meer
Jan Bird
Tom Sweeney
Ann Conigliaro
Joan Heinicke
Nays, None
Absent, None

Personnel

Tom Sweeney said the board needs to look at personnel expenditures to see if anything can be done by repositioning people and looking into benefits. The board discussed the issue of out of state conferences and the value they bring to the library. The personnel committee will review this issue and bring recommendations to the board.

Policy

Marti Custer took the financial policy and purchasing guidelines over to Sharon Ostin and Chris Underwood at the city for their input. She recommended not voting on them yet so that there is time to review the city recommendations. The board discussed the financial policy and purchasing guidelines and decided to wait until the city's input had been distributed and the policy had a legal review before voting. Tom Sweeney volunteered to edit some of the awkward wording.

Miscellaneous

Joan Heinicke is concerned about signage in the library directing patrons to meetings and programs. The board discussed the report from the policy committee. Marti Custer said that if committee reports are forwarded to Wendy Lampert, they can be attached to the minutes.

Public Comment

Dorothy Conrad said the League of Women Voters held their fall luncheon at the library today. She echoed Joan Heinicke's

concern over signage directing people to meetings. She said the library staff was helpful and the accommodations were good.

Geri Rinschler said she understands the library's need to reflect the city's policies, and it is good to rewrite the city's policies to be more clear. She said the library may want to consult organizations other than the city.

Shelly Weisberg asked if the library uses the city's attorney, and is the attorney working for the board or for the city? The advice may not be as independent as the library may need.

Warren Spatz said the library could target business as a source of revenue. He also questioned the number of dvds in the Youth Room that are cartoons.

Seth Chafetz said it was a really good board meeting. He wanted to know if since the Headlee rollback will not be on the ballot, will the library be considering alternate means to fund the planned renovations? Ileana Thal said that the direction hadn't been decided.

Dorothy Conrad said the League of Women Voters will be having a candidate forum for the November election at the library.

Adjournment

The September 19, 2005 meeting of the Baldwin Public Library Board of Directors was adjourned at 8:59 P.M. Motioned by Tom Sweeney. Seconded by Paul Vander Meer.

VOTE: Yeas, Ileana Thal

Paul Vander Meer

Ann Conigliaro

Joan Heinicke

Jan Bird

Tom Sweeney

Nays, None

Absent, None

Next Meeting

October 17, 2005 at 7:30 P.M. in the Board Room.

Ann Conigliaro
Secretary, Board of Trustees
Baldwin Public Library