

**Community District Library Board of Trustees  
Regular Board Meeting Minutes  
April 24, 2013**

**New Lothrop Branch**

**Opening**

The regular meeting of the Community District Library Board of Trustees was called to order at 7:00 p.m. on April 24 at the New Lothrop branch office by Board Chair Karen Hornus.

**Present**

Karen Hornus, Dana Horn, Geraldine Hagadon, Debra Newman, Patty Fraser, Cheryl Cole.  
Also present: Jami Cromley, and Linda Hudecek.

Absent: John Sedlock, Tom Chaput

Community members present: None

Board Chair Hornus welcomed new board member Cheryl Cole, Burns Township representative, and performed the Oath of Office.

**1. Approval of agenda:**

- a. Motion made by D. Newman to approve amended agenda, which moved item VI forward to the first item, which allowed the swearing in of new board member, seconded by D. Horn, all yeas, motion carried.

**2. Approval of the minutes:**

- a. Motion made by D. Horn, to approve the March 27, regular board meeting minutes, seconded by D. Newman, all yeas, motion carried.

**3. Approval of financial statements:**

- a. Motion forwarded by the Budget and Finance Committee to accept the reports as presented by D. Horn dated April 17, 2013. Roll call vote, all yeas, accepted.
- b. D. Horn brought forward a motion, from the Budget and Finance Committee to approve the Bill list (checks 4379-4406) in the amount of \$18,823.88 for payment. Roll call vote, all yeas, motion carried.

**Communications:** none.

**Old Business:**

- a. Jami presented updated committee assignments, with D. Newman's position and upcoming vacancy, changes need to be made. P. Fraser volunteered for the Personnel Committee and C. Cole volunteered for the document committee.
- b. The Employee handbook has been completed and reviewed by the library attorney. Branch Operation policies are also complete. Document Review Committee will review Branch

policies, and the Personnel Committee will review the Employee Handbook. Both will be submitted to the board for final approval.

**New Business:** none

**Director report:**

1. The technology project is in full swing, components have been ordered and installation dates are scheduled for 6/3-6/5. Some branches may have to reduce hours or close while the installations are completed. Computer disposal was discussed, and Jami will develop a plan.
2. Branch programming was discussed, with the up-coming Summer Reading Program, runs 6/10-7/20, materials and incentives have been distributed to branches and many performers have been booked to make this a busy time in the libraries.
3. The water damage at the Morrice Branch was a discussed and Jami is in contact with the local governments, to see that it will be corrected properly. Board member P. Fraser and her husband were a big help in drying out the carpet and offering suggestions for clean- up.
4. Jami reported that County Treasurer Tom Dwyer has been assisting her with final millage collection and preparing for the 2013-14 budget.
5. The new logo will be launched 7/1, with each branch hosting a small reception , with new book bags given away. Signage for the outside of the buildings is being considered, but Jami is researching sign codes in each location.
6. The annual M.M.L.C. joint dinner will be held 5/9, and board members are invited to attend.
7. Earth Day recycling was held at the Corunna Branch, and a number of items were brought in.

**Citizen comments:** none

**Board comments:**

1. Board chair thanked Paty Fraser and her husband for the help at the Morrice Branch.
2. Board Chair thanked Deb Newman for her service and all board members wished her well.
3. Next month's meeting is being rescheduled to meet at the Morrice Branch, instead of the Lennon Branch, so board members can see the progress on the water issue.
4. Board members toured the New Lothrop Branch.

**Adjournment:** 7:57

Next scheduled meeting to be May 22, 2013, Morrice Branch at 7:00 p.m.