

**Community District Library Board of Trustees**  
**Regular Board Meeting Minutes**  
**August 28, 2013**  
**Lennon Branch**

**Opening:**

The regular meeting of the Community District Library Board of Trustees was called to order at 7:03 p.m. on **August 28, 2013** at the Lennon branch library by Board Chair Karen Hornus.

**Present**

Karen Hornus, Dana Horn, Geraldine Hagadon, Patty Fraser, Cheryl Cole, Tom Chaput, Diane Lahmann and John Sedlock

Also present: Jami Cromley, and Linda Hudecek.

Community members present: None

• **Approval of agenda:**

Motion made by G. Hagadon to approve the agenda, seconded by T. Chaput, all yeas, motion carried.

• **Approval of the minutes:**

Motion made by C. Cole, to approve the July 24, 2013, regular board meeting minutes, seconded by G. Hagadon, all yeas, motion carried.

• **Approval of financial statements:**

Motion forwarded by the Budget and Finance Committee to accept the Financial report as presented by D. Horn dated August 28, 2013. Roll call vote, all yeas, accepted.

D. Horn made a motion that the Financial Statement be retitled Budget Report, going forward, all yeas, motion carried.

**Communications:** None

**Committee reports:**

- Budget & Finance committee:

D. Horn brought forward a motion, from the Budget and Finance Committee to approve the Bill list (checks 4502-4529) in the amount of \$21,196.11 for payment. Roll call vote, all yeas, motion carried.

Demis and Wenzlick has requested a few documents not included in initial audit file, and library is anticipating audit to be complete by September.

**Old business:**

- Restoration is complete in Morrice branch and new carpet and flooring installed, staff has been busy moving books back on shelves, bringing in furniture, and is set for a September 3, 2013 re-opening. But after heavy rains on August 27, there was a water leak in the same location as before. Village has been informed and will seek a remedy.
- Perry branch is gearing up for installation of new carpet in late September, and staff have been busy weeding and the Perry City DPW has been helping removed back cabinetry, for installation of new shelving for DVD collection. Materials will be boxed and furniture moved into the TDS building while the carpet is being installed. The library will be closed during this process.



**Director report:**

- Jami has attend meetings with M.M.L.C., VLC, and monthly staff meeting.
- Staff evaluations will begin in September, with increases to be set to rate scale already approved by the board personnel committee.
- Jami has done lengthy research into having the library website re-designed, and found Gem Solutions from Flint to assist staff technology committee with that endeavor. Web site needs to be more user friendly, with better navigation and content.
- E-rate and the availability of fiber in libraries is being researched, with the possible federal government reimbursing 60% of cost.

**Board comments:**

- T. Chaput will be collecting director evaluation forms and should have final report at the September board meeting.

Motion to adjourn at 8:14 p.m. was made by G. Hagadon, seconded by D. Horn. Motion carried.

Recorded by:  
L. Hudecek  
8/28/2013

