

## **Otsego District Library Board of Trustees Meeting June 15, 2006**

The meeting was called to order by President John Chapman at 4:00 p.m. Present were Diana Gilmer, Jacquie Bennett, Sharon Tans, Renny Ransbottom, Nancy Seibert and Director Ryan Wieber.

The minutes of the May 18, 2006 meeting were approved as read.

Correspondence – A thank you was received from Kim Rayburn for the flowers and card received during her convalescence from a broken wrist. Also a letter from the City was received in regards to a taxing agency hearing on Monday, June 5 IFT in consideration of the new company taking over Menasha.

Circulation and Expenditure reports for May were presented. A motion to approve was made by Sharon, seconded by Diana. Motion carried.

The Revenue report for May and Treasurers report for May 31, 2006 was presented. A motion to approve was made by Nancy, seconded by Jacquie. Motion carried.

For the Boards information, the Director's report was briefly discussed.

Organized programs – The Summer Reading Program is off to a good start with an awesome 350 kids signed up and standing room only in the Library during the daily programs.

Discussion on evaluation of the Library Director was held with the evaluation being scheduled for next month. Renny took the evaluation sheets and will do a spreadsheet and present it next month.

The contract for ISM (time management system for public Internet stations) was discussed. Every station (11) would have to be configured. It includes installation of soft ware (proved by us) and also would include training our staff. Future support would be through email with no monthly charge. It will better the time use by patrons of the library, as it will make regulating time used per patron easier to monitor and control. It will eliminate the time abuse problem. The cost will be \$2,000.00. A motion was made by Diana to approve the contract for ISM not exceeding \$2,000.00. Sharon seconded the motion. Motion carried.

Ryan gave an update on the SMLC Coop. They are having financial difficulties and have made cuts in their staff recently, which has made them unable to continue the same services. The State of Michigan created these coops years ago. Due to state created databases and reduced state aid, they are having difficulty functioning. Ryan doesn't know what the future holds for the Coop or other coops in Michigan.

The next meeting will be held Thursday, July 20 at 4:00 p.m.

Other – Ryan would like to see a Budget Committee set up perhaps with a couple of Board members, Brenda and a couple of staff members. The preliminary budget will be presented at the July meeting. Renny volunteered to help with the budget.

John also doesn't want the Board to forget about scheduling another presentation on project administration and construction management, as well as strategic planning in regards to new Library planning. We need to be outlining our goals, and we will need someone to help us with these goals. Ryan will check with a couple of sources and bring proposals of the cost to next month's meeting.

A motion to adjourn was made by Sharon, seconded by Renny. Motion carried. Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Nancy Seibert, Secretary