

Otsego District Library Board of Trustees Meeting October 18, 2005

The meeting was called to order by Vice President John Chapman at 7:05 p.m. Present were Sharon Tans, Diana Gilmer, Renny Ransbottom, Nancy Seibert, Director Ryan Wieber and Dan Pepper of the Allegan News. Donna Beach was absent.

The minutes of the September 20 meeting were approved.

Correspondence – Ryan received a letter from the City of Otsego regarding transfer of IFT's (Industrial Facility Taxes).

Circulation report for September was presented with a motion to approve by Sharon, seconded by Diana. Motion carried.

Expenditure report for September was presented with a motion to approve by Diana, seconded by Nancy. Motion carried.

Revenue report for September and Treasurers report for September 30, 2005 was presented with a motion to approve (with a correction to the maturity date on the CD at National City from 2005 to 2006) by Sharon, seconded by Nancy. Motion carried.

Organized programs – Diana Stampfler gave a program on the Islands of Michigan with a good attendance. Brenda is busy with the Story Hours held on Tuesday and Wednesday mornings. They will be done next week. Kids craft days are being held on Saturdays, with one in November for Thanksgiving and December for Christmas. The "Write Your Life" Workshop was held with approximately eight people attending the three workshop sessions. The Amazing Reading Race will be held and approximately 25 people are signed up. This is an adult program. Tomorrow night a program will be held on breast health awareness, affiliated with Allegan General Hospital. In December a Christmas Magic Workshop for Junior Friends will be held. The Teens are doing an ALA sponsored Teen Read Week "Get Real" and are taking pictures of their daily life. Photos will be displayed in the Library. A Gazette photographer talked to the kids about how to take pictures. The Friends are funding the film and the developing for the program.

Shelving update – Ryan has ordered the final piece of shelving addition approved earlier this year. End caps will be installed. (Library Design is the supplier)

Renny made a motion to lay out the Lura Sanford room to accommodate the micro film machine, as presented by Ryan, not to exceed the amount of \$900.00. Motion was seconded by Nancy. Motion carried.

Budget adjustments suggested by Ryan were discussed. A motion to accept the adjustments was made by Diana, seconded by Sharon. Motion carried. They are as follows:

Account #874 Employee Insurance – Add \$301.61 to the budgeted amount for reimbursed rev. (overpayment to City). The new figure is 8,206.61.

Account #741 Postage – Add \$39.02 to the budgeted amount for misc. revenue. The new figure is \$1,437.54.

Account #880 Community Promotion – Add \$96.00 to the budgeted amount for coffee revenue. The new figure is \$5,821.00

Account #982 Books – Add \$388.67 to the budgeted amount for lost and paid rev. and reimbursable purchases. The new figure is \$33,999.05.

Account #964 Building Improvement – Change previously reported account expenditures for new A-V shelving, outdoor shed, and microfilm and history cabinet (\$6,258.15). Change it from a previously reported expense in Account 964 Building Improvement to 970 Equipment Purchase.

Account #975 Remodel and Improvement – Change previously reported account expenditures for office cubicle systems and attached artwork (\$9,359.39). Change it from a previously reported expense in Account 975 Remodel and Improvement to 970 Equipment Purchase.

Account #970 Equipment Purchase – Move \$18,185.49 from Account 964 Building Improvement for approved, yet non-budgeted equipment purchases to Account 970 Equipment Purchase.

The new budgeted amount for Account #964 Building Improvement is \$43,054.51.

The new budgeted amount for Account #970 Equipment Purchase is \$21,775.99.

The next regular Board meeting will be held Tuesday, November 15.

Other – Ryan presented revisions for the Library Logo from Tammy Collins for Board comment. Sharon also commented that she and Ryan attended the SMLC Council dinner. Alida is retiring and the Coop is having funding problems associated with State Aid. Ryan also has had an article published in the Library Journal this summer. He will give the Board members copies. Two weeks ago he also spoke at the Coop on how to conduct a mileage election.

A motion to adjourn was made by Sharon, seconded by Renny. Motion carried. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Nancy Seibert, Secretary