

DeWITT PUBLIC LIBRARY BOARD

REGULAR MEETING

DeWitt Public Library, Woodruff Room
13101 Schavey Rd, DeWitt, MI 48820

June 11, 2009

Members Present: Wayne Summers, Harriett Smith, Paul Perpich, Gale Arent, Bill Fullmer and Sarah Gustafson.

Members Absent: Diane Mosier

Also Present: Jennifer Thanasiu – Library Director

A. Call to order: 7:05 p.m. by President Wayne Summers.

B. Approval of Agenda: Motion by Smith, second by Perpich. Unanimous

C. Approval of minutes: For May 14, 2009 - Motion to approve as corrected by Fullmer, second by Smith. Unanimous

D. Public Comment: None

E. Reports

1. Communication: None

2. Treasurers Report: Discussed and placed on file

Motion to place check register report on file that includes issued check numbers 12275 through 12308 by Gustafson, second by Smith. Unanimous

3. Directors Report: Discussed and placed on file.

4. Friends of the Library: None

5. Township contract area: None

6. Facility Needs: None

F. Pending Business

1. Review of by-laws, policies and procedures:

A. Hours of Operation: Motion to approve changing the Operational Polices to state that the board will set the hours of operation and library closings by Perpich, second by Gustafson. Unanimous.

B. Employee Benefits: Motion to approve changing the Operational Policies to state that the Dental and Vision coverage shall be available to salaried employees and that all other employees may purchase coverage at cost by Smith, second by Arent. Unanimous.

G. New Business

1. Press Release on Hours Change: The initial draft of the proposed press release was presented for discussion by the Director. Director will incorporate the Board's feedback into a revised draft and submit it via email.

2. Resolution for Former Trustee, Laura Webb: Motion to approve Resolution honoring Laura Webb for her distinguished library service by Perpich, second by Smith. Unanimous.

3. Budget Adjustment for FY 2008-2009: Motion to approve budget adjustments for the FY 2008-2009 budget by Fullmer, second by Perpich. Unanimous.

4. Filtering Software: The Director presented the features of the Open DNS filtering system. General consensus was that DNS is the best filtering option for the library.
5. Library Record Retention Schedule: Discussion was held regarding the library's record retention policy. Further discussion will be held at a later date.
6. 6 Month Director Evaluation: Director received favorable 6 month review and presented an individual action plan with set goals for the next 6 months.

H. Public Comment: None

I. Board Member Comment: Summers suggested that the board host a staff appreciation picnic to be held in late August.

J. Adjournment: Adjourned 8:58 p.m.

Next meeting: July 16th at 7:00 PM at DeWitt Public Library, Woodruff Room

Respectfully submitted: Sarah Gustafson, Board secretary