

# DeWITT PUBLIC LIBRARY BOARD

## REGULAR MEETING

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

October 8, 2009

**Members Present:** Wayne Summers, Diane Mosier, Gale Arent, Bill Fullmer and Sarah Gustafson.

**Members Absent:** Harriett Smith, Paul Perpich.

**Also Present:** Jennifer Balcom – Library Director, Tom – TCP Image Company Representative, Lael Lineberry - Friend of the Library

**A. Call to order:** 7:00 p.m. by President Wayne Summers.

**B. Approval of Agenda:** Motion to approved updated agenda by Mosier, second by Fullmer. Unanimous

**C. Approval of minutes:** For September 10, 2009 - Motion to approve as corrected by Fullmer, second by Mosier. Unanimous

**D. Public Comment:** None

### E. Reports

1. Correspondence: Placed on file

2. Treasurers Report: Discussed and placed on file

Motion to place check register report on file that includes issued check numbers 12463 through 12518 by Mosier, second by Gustafson. Unanimous

3. Directors Report: Discussed and placed on file.

4. Friends of the Library: The used book sale will be held on Saturday, October 10<sup>th</sup> at the Community Center. Membership is up to 82 members.

5. Township contract area: None

6. Facility Needs: See Pending Business

### F. Pending Business

1. Library Logo / TCP Image Company: TCP presented 4 logs designs. Discussed logos and made recommendations. Tom from TCP will bring revised designs to Special Meeting on October 22<sup>nd</sup>.

2. Library Audit: Discussed audit results. There were no major findings. Auditors will make any recommendations at November 12<sup>th</sup> meeting.

3. Tree Removal: Motion to allow the Director to remove the dead ash trees on the perimeter of the library parking lot for a cost not to exceed \$500.00 by Mosier, second by Gustafson. Unanimous.

### G. New Business

1. Budget Adjustment for Asphalt Work: Motion to approve a transfer of \$3,700.00 from library fund reserve to library account/capital outlay building by Mosier, second by Fullmer. Unanimous.

2. National City CD: Discussed CD Renewal. Director and Treasurer will further review best option for library.

3. Millage Workshop: Director provided handouts from Millage Workshop attend by Director and 2 Board members for preparation and further discussion at Special Meeting on October 22<sup>nd</sup>.

4. Sirsi Administration: Discussion was held regarding the administration of Sirsi. Director will further investigate options.

**H. Public Comment:** Krista Bradley, library page, invited Board member to attend the opening night at the production of Our Town presented by the DeWitt High School on November 12th.

**I. Board Member Comment:** None

**J. Adjournment:** Adjourned 8:52 p.m.

**Next meeting:** Special Meeting on October 22th at 7:00 p.m. at DeWitt Public Library, Woodruff Room and Regular Meeting on November 12<sup>th</sup> at 7:00 p.m. at DeWitt Public Library, Woodruff Room.

**Respectfully submitted:** Sarah Gustafson, Board secretary