

January 8, 1990

The regular board meeting was called to order by President Dee Rose. Holly was absent.

The secretary's report was read and approved.
The treasurer's report followed:

Revenue	226.90
Expenditures	5,741.77
Balance	34,370.74
Savings	7,973.45

50.10% of the budget remains.

OLD BUSINESS:

The Food for Fines was judged a success. Holly bought food in addition to that collected and then delivered it to the family.

Dee reported that the skateboard sign is up in the window. It will be placed permanently at the base of the wheelchair ramp.

Cathy called Adrian Glass about installing crash bars. While they do that kind of work, they have not yet appeared at the library for an estimate or installation.

Cathy also purchased and Chuck installed the smoke alarm in the kitchen. Barb will check on the one for the furnace room. If it can't be heard at the desk, it will be installed in the workroom.

Barb, Susan and Corinne are beginning inventory on Wednesday morning, from 9 to 12. Karen Lindquist will come to instruct and help.

Barb purchased two 30-cup coffee pots for the auditorium.

NEW BUSINESS:

Barb received a letter from GTE concerning phone ownership. It was suggested that we pay the repair care fee for \$1.50 per month. Cathy so moved; Cristal seconded. Motion carried.

Dee recommended that we have the piano tuned. Cristal made a motion that we have Mr. Hansen come ^{once} ~~twice~~ a year to make regular tunings. Diane seconded; motion carried. Barb will contact him.

Attendance for the afternoon story hours has been very poor. The county will try Saturday afternoon sessions from 2 to 2:45. Barb will take flyers to school and get it into the Advance.

The TV purchased by the Rotary is now housed in the auditorium.

The magazine sale will be January 25, 26, 27. If Barb needs assistance, Dee will call members to come and help.

Meeting adjourned.

Respectfully Submitted,

Pamela Van Schoyck

February 5, 1990

The regular board meeting was called to order by President Dee Rose. All members were present.

The secretary's report was read and amended.
The treasurer's report followed:

Revenue	158.20
Expenditures	4,202.48
Balance	30,168.26
Savings	8,215.24

43.98% of the budget remains.

OLD BUSINESS:

The DPW was called and did some re-caulking around the book drop because some books were damaged after a storm. Barb would like the entire structure removed, a larger hole cut, and reinstalled further into the building. Barb will discuss a possible solution with Mark Strahan.

Cathy checked with Adrian Glass who gave an estimate of \$296.51 for crash bars installed on the front doors. A thumb-screw type lock would cost \$45 and would be adequate for our needs. Pam made a motion that we have one thumb-screw lock installed on the door at \$45. Cathy seconded; motion carried.

The book and magazine sale netted \$107.55.

The front wheelchair ramp railing was replaced at \$144. The DPW took care of replacing it rather than repairing the first one installed at the time of pouring the ramp.

New shelves in the childrens' section were delivered January 31. The table for the microfiche reader is still being constructed.

Barb asked about putting cork board on the shelf ends for posters, seasonal decorations, etc. Discussion followed; board members will make a recommendation next month.

A budget committee was named to formulate one for the council by mid-March. Holly, Cathy and Dee will meet to discuss it.

Cristal volunteered to purchase new curtains for the two restrooms.

One toilet in the ladies restroom is out of order. Mr. Sweeney had previously recommended that we auger drains to solve some plumbing problems; the DPW had recommended drain cleaner. Diane made a motion that we hire a professional to inspect the pipes and get estimates to clean. Cristal seconded; motion carried. Dee will call a couple of plumbers in the area.

The back entries and kitchen need painting. The board had budgeted this year for the DPW to paint this winter. Cristal made a motion that the back entrance and ceiling, the auditorium entrance, the kitchen and ceiling, and doors be painted. Holly seconded; motion carried. Barb will notify the DPW to schedule the work.

The county library purchased 16 shelves at \$20 which were replaced by the new wood shelving. Lynn Southward bought four; six remain available at \$20 each.

Barb suggested that two more one-way signs and a Parking this side only sign for the driveway be added. Pam so moved; Holly seconded. Motion carried. Barb will call the DPW to order them installed.

Discussion followed on the slate of new officers for 1990. Cathy made a motion that we accept the slate as proposed; Pam seconded. Motion carried. The officers are:

President- Holly Hoagland
Vice-Pres.- Dee Rose
Treasurer - Cathy DeREmer
Rec. Secy.- Pam Van Schoyck
Corres. Secy.- Cristal Milner
Member at Large- Ralph Staup.

Meeting adjourned.

Respectfully Submitted,

Pam Van Schoyck

March 5, 1990

The regular board meeting was called to order by Vice-President Diane Cory. Dee Rose was absent.

The secretary's report was read and approved.
The treasurer's report followed:

Revenue	138.60
Expenditures	8,690.40
Balance	21,536.01
Savings	8,215.24
Bailey CD	6,254.00

31.39% of the budget remains.

OLD BUSINESS:

Mark Strahan has not been down to look at the book drop; Barb expects him next week.

Cristal purchased curtains for the bathrooms and janitor's closet at a cost of \$41.76.

Cathy announced a budget meeting to be held at Dee's next Monday evening.

Barb reported that there is another blockage from the womens' restroom. Lenawee Sewer augered approximately 30 feet through a clean-out on the back wall February 13 at a cost of \$50. Barb suggested another clean out as well as a sign and a receptacle for feminine hygiene products. Cristal made a motion that we call Blakers for another cleanout; Diane seconded. Motion carried. Cristal made a motion to purchase a disposal container and signs; Cathy seconded. Motion carried. Barb will make the necessary arrangements.

The new paperback rack has arrived. Chuck assembled it and the old metal racks will be used for the red dot books and western and mystery paperbacks.

Cathy explained that Ruby took the bill for Lynn Southward from the budget rather than the savings for bookkeeping purposes. We will be running a deficit on the budget until the auditor comes at the end of the fiscal year when it will be taken from the savings account.

Barb will buy paint for the DPW this week so that they may begin painting.

One-way signs are on order for the back of the drive.

Meeting adjourned.

Respectfully Submitted,

Pam Van Schoyck

April 2, 1990

The regular board meeting was called to order by Vice President Dee Rose, who welcomed new member, Mr. Ralph Staup. Holly was absent.

The secretary's report was read and approved.
there was no treasurer's report.

OLD BUSINESS:

Lenawee Sewer said they would have to charge again if they returned to check into the blockage they investigated last month. We are considered a public building rather than residential. Schaedlers was called. They cleaned out the same area as well as a clean out outside in the front of the building. Roots and a cap were apparently the cause of a blockage there. The fee was \$82.50 and they would return without charge if more work is necessary.

The auditorium hallway, kitchen and restrooms have been painted.

Zimmereman gave an estimate of \$650-\$700 for electrical work. An additional box would need to be installed in order to run electrical lines over to the kitchen as well as to a microfilm reader in the main library. Cathy made a motion that the electrical work be tabled until either a capitol improvement fund for the auditorium is budgeted into the next fiscal year or until funds become available from the existing budget. Cristal seconded; motion carried.

Cathy gave a report on the proposed budget for 1990-91. Some of the proposed increases were:

An addition of a capitol improvement fund for the auditorium at \$2500.

5% increase in salaries, with the exception of 10% for Susan, and no increase for the aids, Chuck, and yard worker.

Increase in maintenance agreements.

Increase in the book budget by \$2400.

Increase in audio visual purchases by \$1000.

There was discussion about the best way to handle cleaning, both monthly and yearly of the kitchen. Cathy suggested an increase of rental fees for the auditorium to cover a budgeted amount of \$540 for this additional cleaning service. She estimated this figure by figuring a twice monthly cleaning taking ten hours at \$4.50 an hour. Her proposed rent increase was \$45 for nonresidents, \$35 for residents, with a \$10 deposit rerned if the auditorium was left clean.

Ralph made a motion that there be an increase in auditorium rental fee as of July 1 with Cathy's dollar amounts. Cristal seconded. Motion carried.

Pam made a motion that the 1990-91 budget as proposed by Cathy be accepted as presented. Cristal seconded; motion carried.

The book drop is on the DPW list.

NEW BUSINESS:

The bushes need trimming. Dee volunteered Ron to prune the

bushes, three trees, the flowering shrub, and the euonymus. The board eagerly accepted Dee's offer of his services.

Dee will get new estimates for lawn service. Cathy made a motion that Dee be given authorization to select the lowest bidder so that application can be started immediately. Cristal seconded; motion carried.

Dee will purchase a rose bush for Diane as a thank you for her service on the board. Cristal will write a note.

Barb reported that Karen Lindquist is hoping to have a collection of between 50-60 video tapes available for branches to circulate. The collection will change periodically. The county will also purchase a rawinder.

St. Peter will rent the auditorium the day of their Fall festival in order that there be no conflict of parking facilities.

Barb brought up a patron's suggestion for an exchange box for old magazines. Due to disposal and space problems, the suggestion was not pursued.

Meeting adjourned.

Respectfully Submitted,

Paul Lee Sawyer

May 7, 1990

The regular meeting was called to order by Vice-President Dee Rose. Holly and Pam were absent.

The secretary's report was read and approved.

The treasurer's report was read and approved:

Revenue	286.40
Expenditures	4020.16
Balance	9333.08
Savings	8708.94
Bailey CD	3566.00

86.39 % of the budget is spent; 13.61% remains.

OLD BUSINESS:

Dee received two bids and selected the low bid of Spielman's for lawn service. The cost is \$41 per application which will be three times.

The budget was presented to the council which felt we should trim costs.

Barbara reminded the group that the state law says penal fines are generated into the appropriate library funds. She will ask at her county meeting for more information.

Dee bought two rose bushes as a gift of thanks for Diane Cory. Barb will choose a book in her name.

The hourly rental fee for the auditorium was discussed. It was suggested that we lengthen the time period from four to five hours. It was also suggested to give Rotary a special rate since they meet frequently. Each board member was to consider this for vote at the next meeting.

NEW BUSINESS:

Due to her recent marriage and move outside the village limits, Holly has resigned. Cristal will buy a gift of appreciation.

Molly Rose and her friends will carry the summer reading club banner in the Memorial Day Parade.

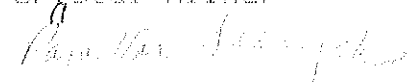
Several names were offered to fill the position left open by Holly. The following people were suggested for council: Connie Graff and Connie O'Brien. Dee will notify Chuck Howland of our recommendations.

Barb requested the circular bulletin board. Those present agreed to go ahead with the purchase.

Meeting adjourned.

Respectfully Submitted,

Cristal Milner



June 4, 1990

The regular board meeting was called to order by President Dee Rose. All Members were present. Dee welcomed new member Connie Graf who was approved by council to replace Holly Hoagland.

The secretary's report was read and approved.

The treasurer's report followed:

Expenditures	\$4,652.77
Revenue	85.00
Balance	4,680.31
Savings	9,066.94
CD (Bailey)	3,572.16

93% of the budget is spent.

The line item book budget is 3% over; there was a question as to why the line item maintenance agreement could be over 15%. Cathy will enquire.

Cristal will have a regular report each month as corresponding secretary to notify the board of donations and other correspondence.

OLD BUSINESS:

The council passed an across the board 3% raise for village employees. They are still looking at our request for a higher percentage for Susan as well as the addition of our capital improvement budget. They will be in contact with Dee about the approval of above items.

There was discussion about the revision of officers since Holly resigned. It was felt that with the addition of two new members on the board, it would be advisable to leave everyone in their present positions with Dee moving up to the presidency, thus leaving the vice-presidency open. Cristal made a motion that we leave all officers as they are with the new members staying as members at large. Cathy seconded; motion carried.

It was noted that the book drop is rusting on top. Barb must post a sign during heavy rain not to use it. The DPW has not been back to make the adjustments that they said would help it. Barb will call them again; if they don't return, Dee will contact Mr. Jezak.

Dee reviewed past and present procedures for book reviews and purchases. Discussion followed. Barb reported that Corinne and Susan have been able to work reviewing into their schedules. They use other sources as well and have the advantage of knowing the collection. Cristal made a motion to continue with the staff members doing the reviews. Cathy seconded; motion carried.

The ladies restroom toilet in the auditorium backed up again over the weekend. As per Mr. Jezak's suggestion, the DPW was called, who in turn suggested we call a plumber. Schaedlers were out, but are not yet finished.

The rental fee for the Rotary was discussed. The raised fee is \$35 for residents, \$45 for nonresidents, with a return of \$10 deposit. It was generally agreed not to reduce the rate for Rotary. Cristal will notify them of the rate change.

It was suggested that we have a contract for renters to sign so they are aware of the conditions of the rental and deposit. Cathy made a motion that a rental contract be drafted for signing. Pam seconded; motion carried. Connie, Cristal and Barb agreed to draw up a contract and report back at the next meeting.

It was further suggested that if the council does not approve of our capital improvement budget that we turn over the rental and cleaning of the auditorium to the village.

VCR tapes are on loan from the County Library. The rental fee of \$1 was discussed. Pam made a motion to keep the fees for supplies and/or the purchase of our own videos at Barbara's discretion. Cathy seconded; motion carried. Barb will keep a monthly total of the fees.

The graves were decorated and the banner was carried in the parade.

NEW BUSINESS:

The revenue of the copy machine was discussed. Cathy will tabulate the revenue of rentals, copy money, etc. that is generated during the year. The issue was tabled until the July meeting.

A replacement is needed for Corinne by the end of August. Two applications have already been received. Barb will compose an ad for the Advance and Dee will place the ad. Cristal made a motion that an ad be placed for the next two weeks in the Advance; Cathy seconded; motion carried.

Cathy made a motion that we donate a book in memory of Judy Vollers as the wife of a local official. Ralph seconded; motion carried.

Meeting adjourned.

Respectfully submitted,

Pam Van Schoyck

July 2, 1990

The regular board meeting was called to order by President Dee Rose. Ralph was absent.

The secretary's report was read and approved.

The treasurer's report followed:

Expenditures	\$5,167.04
Revenue	73.00
Savings	\$12,365.04

100.71% of our budget was spent. The new fiscal year has begun.

Cristal reported that she sent notes to the Rotary informing of the new rental fees and a thank you note to the Garden Club for taking care of the planters.

OLD BUSINESS:

Ron Crist submitted a bill of \$450 for the original work he did on the book drop. The DPW has recaulked it and has further improvements on their list for some time this summer.

Cathy reported \$476.90 in copy money revenue from July of 1989 until June of 1990. Rental fees for the same period totaled \$1059. Discussion followed about keeping the money to spend on equipment we might need. Because the village has increased our budget for these items when necessary, it was generally agreed not to argue the point for the present time. Cathy made a motion that we continue to turn in the fees but keep a running tabulation of the amounts for our own information. Connie seconded; motion carried.

Dee reported that all village employees received a 3% raise with the exception of Susan, for whom we had requested a larger increase due to her very low salary base. Her raise, which was approved, was about 10%. The capital improvement fund is still being considered because the council has not had time to meet on the subject.

Connie's committee met and drew up a rental agreement. The board reviewed it. Because there was a legal question regarding limitation of purpose and/or age, approval of the contract was tabled until Barb could contact Mr. Riley. It will be discussed at the August meeting.

Connie noticed that the tables have burn marks on them. Dee will call the Hathaway House about protecting them when they cater for Rotary.

Barb reported that during a maintenance check a motor in the furnace room needs repair. Randy Sweeney estimated \$50-\$75 for rebuilding; \$138 for a new one. He recommended it to be rebuilt because it is not very old. Pam made a motion that we have the motor rebuilt. Cathy seconded; motion carried. Barb will contact Randy.

Barb brought up the electrical work that we had tabled until this budget year. She was told to go ahead with the necessary work.

NEW BUSINESS:

Dee reviewed the pay for the aides. She suggested that we make that provision in next year's budget to increase their pay for experience after a year's service.

The possibility of a major contribution by Orville Farver was reported. A committee to draft ideas and a letter was formed. Cathy, Pam and Ralph will report back.

The Garden Club would like to donate about \$200 for something in the children's area. Barb suggested the establishment of an AV corner with a listening station equipped for four with cassette recorders, head phones and a wall rack for cassette/books. Another suggestion was an open face shelf for paperbacks. Dee will contact Delores Hoagland with our suggestions.

Dee, Cathy, Ralph, and Barb will form the committee for hiring the new assistant. The committee will try to schedule interviews for July 17.

Meeting adjourned.

Respectfully Submitted,

Pam Van Schoyck

August 6, 1990

The regular board meeting was called to order by President Dee Rose. Pam was absent.

The secretary's report was read and approved.

The treasurer's report followed:

Expenditures	\$6,717.37
Revenue	40.00
Savings	12,365.04

8.67% of the new budget has been spent.

Cristal read the correspondence for the month.

OLD BUSINESS:

The library assistant position has been filled by Joyce Gill who will begin September 4.

The Garden Club has given \$235 in gift money to be used in the children's area. Items to be purchased are head phones, cassette player, wall racks for a listening station. Barb will also check on tables and chairs and a wall plate crediting the Club for their generosity.

A copy of the letter composed by Cathy and Pam concerning a donation by Mr. Farver was read. A motion of approval and suggestion it be sent was made by Ralph; seconded by Connie. Motion carried. Pam will send the letter.

The rental policy is now finished and ready to use. A motion to accept the policy was made by Cathy; seconded by Ralph. Motion carried.

NEW BUSINESS:

The mat has been soiled by oil from the parking lot. Cristal made a motion to buy a new mat, Cathy seconded. Motion carried. Dee will contact Blissfield Lumber to order another one.

Dee noted there has been some problems with the parking lot. The Migrant program using St. Peters was notified that they are infringing on our patrons' spaces. In addition, they were asked to remove their dumpster from our lot. Reserved signs for employee parking spots were requested. Barb will check with the DFW to stencil some signs for our use.

A total of \$114 in video rental money was sent to Karen Lindquist at the County Library.

Meeting adjourned.

Respectfully Submitted,

Pam Van Schoyck

October 1, 1990

The regular board meeting was called to order by President Dee Rose. All members were present.

The secretary's report was read and approved.

The treasurer's report followed:

Expenditures:	\$4,010.58
Revenue	247.90
Savings	6,727.72

22.52% of the budget has been spent. A new CD for \$6,000 was purchased.

Cristal read correspondence for the month.

OLD BUSINESS:

The new mat has been put down.

The DPW still has not been in to do work on the book drop. Dee will call to remind them since winter is approaching.

Zimmerman will install the plugs this week; other work to be done will be done at a later date.

Barb has not yet located table and chairs for the listening center that she likes. She will continue to look and take care of the plate for recognition as well.

NEW BUSINESS:

A person working off hours of community service has cleaned the kitchen and auditorium paneling and is now working on the shelves in the library.

The Halloween Story Hour will be October 23 or 25, depending on the confirmation from Jean Peters, the story teller.

A large patch of grass is dying out in the front lawn. Dee called Spielmans to come and look at it. Ralph made a motion to have them take care of what needs to be done; Cristal seconded. Motion carried.

A 1990 Compton Encyclopedia was donated by the Lenawee County Library.

A retirement gift for Corinne was discussed. It was suggested that we purchase a season ticket for the Crosswell. Pam so moved; Cathy seconded. Motion carried. Pam will check with Jack to see that they do not already have tickets. Cristal will take care of ordering.

There was a gas leak in the furnace and a leak in the auditorium ceiling. Both were fixed by Blissfield Heating and Cooling.

Dee will get some estimates for cleaning the carpeting as it has been in two years and it was recommended at the time of purchase to be cleaned every two years.

The County Library received a grant for us to install a fax machine. A new phone line will be needed for its use. The public will be able to use it for a \$1 fee. The estimate for the installation is a \$75 charge for the outside work and \$85 per hour for the inside work along with a charge of \$10 per jack. Cathy made a motion and Cristal seconded to have the telephone company do the installation work. Motion carried.

Mark Strahan said the DPW does not have stencils to mark parking spots. He suggested we contact a sign company.

The high school yearbook staff requested we place an ad in the book. The board felt since we are a non-profit organization that we decline.

Meeting adjourned.

Respectfully Submitted,

Pam Van Schoyck

Pam Van Schoyck

November 5, 1990

The regular board meeting was called to order by President Dee Rose. Cathy DeRemer was absent.

The secretary's report was read and approved.

Dee gave the treasurer's report:	Expenditures	\$1,942.30
	Revenue	325.00
	Savings	6,846.79

We have 70.67% remaining in our current budget.

Cristal read a thank you note from Corinne Barger.

OLD BUSINESS:

Dee spoke with Chuck Howland about getting help in having the DPW work on the book drop since they have still not been down to caulk and winterize it. Mr. Jezak was adamant about Dee talking with him in the future for any problems and not going through the council. He came to the library and took pictures of the book drop, but the DPW has not done any further work on it. If nothing is done this week, Dee will re-contact Mr. Jezak.

57 children attended the Halloween Story Hour. A date has already been booked for next year.

Dee received three bids for carpet cleaning: Royal Cleaning, \$272; Service Master, \$235; Adrian Professional Services, \$394. Cristal made a motion and Ralph seconded that we hire Service Master to clean the library carpet and that the library be closed on a Tuesday or Thursday so that there is a full two days to dry the area. Motion carried. Barb will arrange a date and publish closing dates.

Lynn Southward has the magazine racks finished and will deliver as soon as weather permits.

Barb presented a brochure featuring furniture for the children's listening center. Connie made a motion to purchase eight stacking chairs in blue at \$129.60 and a rectangular table (30" X 60") from the ABC School Supplies. Pam seconded, motion carried.

Spielmanns did not come to look at the bare grass spot in the front lawn. It was decided to table until spring.

NEW BUSINESS:

The deadline for library board candidates is November 27. Connie will have to run in a regular election because she was appointed to fill Holly's vacancy. Dee will circulate her petition. Cathy DeRemer will not be running; Cristal is undecided. Suggestions for new candidates were given, Dee will contact them.

A new floral arrangement was brought in by Sally Hagenbuch. Cristal will write a thank you note.

There was a general discussion about continuing the Food for Fines. Most people have positive comments. Ralph made a motion to continue the project; Cristal seconded. Motion carried. Pam will get a name from the Knights of Columbus and let Barb know the ages of the children for book purchases, as well as a delivery date. Connie and Cristal volunteered to shop for the fresh foods and to deliver the food to the family.

Barb attended a Woodland's program October 12 in Sturgis hearing author, David Small.

The new high school librarian, Kari Sagel, and Barb will meet to discuss reference purchases to avoid duplication.

Pete Durbin and Judy Mershon, high school English teachers, requested that the board consider opening the library on Wednesdays. The board will discuss and keep in mind for future consideration for the next fiscal year. Thoughts were to keep it open only during the school year and to survey the public on best hours.

Respectfully Submitted,

Pam Van Schoyck
Pam Van Schoyck