

Roscommon Area District Library Board Minutes

December 4, 2015

The regular meeting of the Roscommon Area District Library was called to order by Vice-President Joyce Ballard at 10:00 A.M.

PRESENT: Ballard, Bresette, Correll, Fishel

LATER ATTENDEES: Munoz, Karjalainen

ABSENT: Rosczyk

The Pledge of Allegiance was recited.

A. PUBLIC COMMENTS: None

B. APPROVAL of AGENDA: (M) Bresette (S) Correll Unanimous Approval

C. APPROVAL of MINUTES for 11/6/15 (M) Bresette (S) Fishel Unanimous Approval

D FRIENDS of the LIBRARY LIASON REPORT: None

E. Letters were written to the Clerks of Higgins and Gerrish Townships reminding them that the terms of June and Joyce would be up at the end of the year.

F. CORRESPONDENCE: None

G. TREASURER'S REPORT: motion to accept and file (M)Bresette (S) Ballard Unanimous Approval

H. APPROVAL of BILLS: (M) Bresette (S) Correll Unanimous Approval

I. COMMITTEE REPORTS: The Policy Committee met and changed the wording in Article 2, Section 5 of the By-Laws and eliminated the words " and staff" related to the evaluation procedures of the Director and other staff. (M) Bresette (S)Correll

J. DIRECTOR'S REPORT: The Director's report was reviewed, including activities and programs that took place in November and the scheduled events for December. A discussion of staff evaluation concluded with the understanding that the Director shall be evaluated annually on his/her employment anniversary date and the other staff will be evaluated on an annual basis in April. Casey reported that after the recent power outage, we may need to have a more detailed policy procedure in place . He also suggested that the Policy Committee have plans for other emergencies, eg. disturbance of patrons by belligerent behavior or violent incidences.

OLD BUSINESS:

A. The new bookshelf will be installed that will showcase the "new arrivals".

- B. The Teen Group currently has five members and they have had two events. They plan on increasing their membership and will meet about twice per month.
- C. EMPOWER: Gary Lamberg will meet with patrons concerning heating assistance. There are funds available for both emergency and longer term help.
- D. BOOKMARKS: The new bookmarks are colorful and informational and available at the circulation desk for patrons.

NEW BUSINESS:

- A. POST – 5 YEAR EMPLOYMENT POLICIES: The Policy Committee will meet in January to discuss employment policies for those who have worked five years for RADL.
- B. CONCERT STAGE: Because of storage problems and liability issues the concept of a performance stage was dropped.
- C. RCCF TOUR THE LAKE FUNDS: A request was made to RCCF to release \$9, 375.08 from the RADL Building Fund to be paid to USDA for an additional payment on the library's building loan. The Board again expressed gratitude to the Tour the Lakes Committee for their hard work to raise this money for the library. They have contributed about \$25,000 over the last three years. This was the final Tour the Lakes fundraiser. The number of participants did not increase as expected and most of the support came from local businesses. The committee does not want to continually ask for support from local businesses.

(M) Munoz (S) Bresette Unanimously approved.

- D. Casey requested \$1500 to purchase the books for the BOB program. It was unanimously approved.
- E. Casey shared a copy of the credit card policy from another library. It felt it was comprehensive and worthy of our adoption. The RADL Policy Committee will review it at their next meeting.
- F. The Board agreed to allow Casey to purchase video games for all age patrons for the purpose of education and/or entertainment, excluding those that involve violence.
- G. The Lyon Township Branch will be open on December 18 and closed on the 21, 22, and 23.

PUBLIC COMMENTS: None

ADJOURNMENT : (M) Bresette (S) Munoz Unanimous approval.

NEXT MEETING: January 8, 2016

Respectfully submitted,

Mary Jo Correll, Secretary