

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES

100 S. Bailey Street, Cheboygan, MI 49721

231-627-2381

Held in the Cheboygan Area Public Library

Meeting Minutes: Thursday, August 14, 2008

Board President Dawn Barr called the meeting to order at 8:03 a.m. Board members present: Phyllis Beyer, Dick Wheelock, Agnes Blaskowski, Ruth Gainor, Dawn Barr, Mary Kronberg, Danny Faircloth. Also present Library Director Mark Bronson.

Agnes Blaskowski moved to approve the minutes from the Regular Board Meeting. Phyllis Beyer supported the motion. The motion passed unanimously.

Financial Report:

Phyllis Beyer read the Treasurer's Report, financial statements, and Prepaid Bills. Dick Wheelock moved to accept the Treasurer's Report and approve the Prepaid Bills. Agnes Blaskowski supported the motion. The motion passed unanimously.

Director's Report

Mark reported on the following items:

The PAC2 group had a meeting in Petoskey. It has been a year since the group reorganized and moved the system server. The changes have been very positive. Members are able to notify users via email about overdues and holds. CAPL has been working to gather more email address as a way to reduce postage costs and staff time spent calling users.

The board had a general discussion about overdues and the costs of contacting people with overdue items. As part of the discussion was the possibility of contracting with a collection agency to assist with the return of library materials.

Mark attended a demo for a automated circulation system. Evergreen is an Open Source based computer system that several libraries in Michigan are looking at and there is a group testing the system under the auspices of the Michigan Library Consortium.

Mark has been talking with a facilitator for the long range strategic planning. The plan is to meet the day before the Sept. Board meeting.

Penal fines were received from the county in August and were down by 20%. Last August the library received \$99,000.00, this year it was \$79,000.00. The board directed Mark to investigate the penal fine allocation.

The board held discussion about changing the start time of the monthly board meeting.

Dick Wheelock made the motion to change the start time to 9:00am on the second Thursday of the month, the motion was seconded by Ruth Gainor. The motion passed unanimously.

Committee Reports:

Personnel Committee:

Did not meet.

Policy Committee:

The committee met and are suggesting revisions to two existing library policies.

Mary Kronberg made a motion to revise the library Investment Policy, the motion was seconded by Phyllis Beyer. The motion was passed unanimously.

Ruth Gainor made a motion to revise the Gifts, Cards and Flowers Policy, the motion was seconded by Mary Kronberg. The motion passed unanimously.

Building & Site Committee:

Dick Wheelock made a motion to purchase a mower tractor with snow blower attachment the motion was seconded by Danny Faircloth. The motion passed unanimously.

Budget & Finance Committee:

The library heard from David Shotwell about investment options for the library contingency fund.

Other Business:

Citizen's Comments: There were no citizens present.

Adjournment: At 9:55 am, Dick Wheelock made a motion to adjourn. Ruth Gainor supported the motion. The motion passed unanimously and the meeting adjourned.

Respectfully submitted,

Mark Bronson