

Osgood Public Library
Board of Trustees Regular Meeting
Jan. 26, 2011 7:00pm

Call to Order -

Present: Gene Pitts, Connie Coyle, Sheri Cunningham, Shirley Boccock, Sandra Gloyd, Melodie Busch, Lisa Bradshaw, Vicky Butz; Library Director, Richard Parks; Treasurer, Mary Crissman; staff member.

1. Evergreen presentation -
Megan Maurer presented information concerning the Evergreen automation system.
2. Approval of Dec. Minutes -
Motion made to approve December 28 board minutes.
Motion: Sheri C.
Second: Shirley B.
Vote: 7-0 Motion carried.
3. Old Business -
 - a. Milan Update:
 - Realtor Angela Beck reported no inquiries on old building.
 - Minor issues being worked out at new building.
4. Treasurer's Report -
Motion made to accept Treasurer's report and pay claims.
Motion: Shirley B.
Second: Lisa B.
Vote: 7-0 Motion carried.

Motion made to add UCB to local depositories and remove Integra.
Motion: Shirley B.
Second: Sandra G.
Vote: 7-0 Motion carried.

Motion made to accept audit report.
Motion: Connie C.
Second: Shirley B.
Vote: 7-0 Motion carried.

Motion made to return pass due checks to appropriate funds.

Motion: Sandra G.

Second: Lisa B.

Vote: 7-0 Motion carried.

5. New Business -

a. Election of officers for 2011:

- Motion to elect Sheri C. for President.
Motion: Shirley B.
Second: Melodie B.
Vote: 7-0 Motion carried.
- Motion to elect Lisa B. for Vice-President.
Motion: Shirley B.
Second: Connie Coyle
Vote 7-0 Motion carried.
- Motion made to elect Connie Coyle for Secretary.
Motion: Shirley B.
Second: Lisa B.
Vote: 7-0 Motion carried.
- Motion made to reappoint Richard Parks as Treasurer and
Larry Eaton as Attorney.
Motion: Shirley B.
Second: Lisa B.
Vote: 7-0 Motion carried.

2011 Officers: (taking effect Feb. meeting)

President	- Sheri Cunningham
Vice-President	- Lisa Bradshaw
Secretary	- Connie Coyle
Treasurer	- Richard Parks
Attorney	- Larry Eaton

b. Equipment disposal -

Motion made to give Vicky permission for disposal of old equipment.

Motion: Connie C.

Second: Sandra G.

Vote: 7-0 Motion carried.

- c. Napoleon contract -
Contract with town of Napoleon will soon expire. Vicky will contact them about renewal. Also suggested there is a need to publicize to Napoleon residents on library patronage.
- d. Staffing issues -
Vicky is suggesting volunteer help. She also suggested a need to develop and draft a policy on use of volunteer help. Will post for volunteer help with dates and # of hours needed.
- e. Vicky asking to increase computer time limits to one hour. Board in agreement of request.
- f. Budget error for 2011 -
Motion made to modify section 3, line for Professional Meetings amount, to \$1100 from \$100 of the 2011 budget.
Motion: Shirley B.
Second: Lisa B.
Vote: 7-0 Motion carried.
- g. Osgood T1 line -
Motion made to approve application for installation of a second T1 line if we find there is a need.
Motion: Sandra G.
Second: Shirley B.
Vote: 7-0 Motion carried.
- h. Meeting Room Policy Review -
Motion made to waive fee for businesses to use meeting rooms and approve the meeting room policy.
Motion: Connie C.
Second: Sheri C.
Vote: 7-0 Motion carried.
- i. Vicky recommended that an employee, having excess vacation hours, to be given till May 1 to schedule their vacation time and will lose it if not schedule after that time.
Motion made to approve this recommendation.
Motion: Shirley B.
Second: Sandra G.

Vote: 7-0 Motion carried.

6. Library Director's Report

- Vicky reports statistics show circulation up 35%.
- Vicky will be applying for \$1000 grant from REMC to use for summer reading program.

7. Other business-

Committee reports on some items purchased from the "Author Award" grant money: Whiteboard, Puppet Theater
Will also have plaque made with author's name (Greg Schwipps) on it.

8. Adjournment

Next meeting is scheduled for February 22 at 6:00pm at the Milan Branch Library.

gp

cc

sc

sb

sg

lb

mb