

## MINUTES OF THE DEWITT PUBLIC LIBRARY BOARD

Tuesday, April 11, 2006

Members Present: Wayne Summers, John Dallal, Diane Mosier, Lisa Sullivan, Harriet Smith, Greg Ostrander, Laura Webb, Rene Prado

Members Absent: None.

A. **Call to Order** - 7:02 p.m.

B. **Approval of Agenda:** Motion to approve agenda by Sullivan. Second - Dallal. Motion passed by voice vote. Sullivan indicated that she would reformat the minutes and present a revised copy to the Board.

C. **Presentation by Keith Hopkins/Monaghan Associates, Inc.** Mr. Keith provided the Board with information about the fundraising services his company could provide if the Library needed a capital campaign.

D. **Approval of Minutes for March 14, 2006:** Motion to approve – Mosier. Second - Dallal. Motion passed by voice vote

E. **Public Comment:** None

F. **Reports**

1. **Communications** - None.

2. **Treasurer Report** - Dallal - The Library is doing well financially. Although there are a few items slightly over budget, most line items are running under their projected amounts.

3. **Director's Report** - Prado

a. **March was Reading Month.** Very successful. There were guest readers on Tuesday and Thursday evenings.

b. **Delivery of ILL Materials.** Deliveries have been increased to five times per week. Capital Library Consortium covers the additional costs.

c. **Training.** Prado reported on recent training for the staff, including the workshop he and Sullivan attended through the Consortium.

d. **Hiring a Youth Services Assistant.** There is a need to hire an assistant to help Ms. Revers. Posting for the position will begin.

4. **Co-op Report** - Sullivan. Found the Consortium seminar very helpful.

G. **Township Contract Areas (Bath Mailing)** – Prado. The survey should go out by May 12, 2006.

H. **Facility Needs. (Site Committee)** Summer – Site committee met several times and is in the process of identifying possible expansion sites. The Committee will make further reports as it gathers more information.

#### I. **New Business**

1. **Southern Township Branch** – Prado. He met with the DeWitt Township Manager to discuss options for opening a branch in the Community Center. Prado will put together a proposal with cost estimates for further discussion with the Township and Library Board.

2. **Presentation by Monaghan Associates, Inc.** The Board agreed that this group focused on fundraising and might be a valuable resources should fundraising become a goal for the Library; in the interim, the Board agreed to contact the Breton Group to conduct a needs assessment.

J. **Public Comments** – None

L. **Board Comments** – Mosier suggested that all donations, from this point forward, should be deposited into the existing fund for facility needs and expansion.

M. **Adjournment:** Motion to adjourn by Dallal. Second by Sullivan. Motion passed by voice vote and Board adjourned at 9:01 p.m.

Respectfully submitted,  
Lisa Sullivan