



DeWitt Public Library

13101 Schavey Road • DeWitt, MI 48820

voice: (517) 669-3156 • fax: (517) 669-6408

www.dewittlibrary.org

Proposed Minutes of the DeWitt Public Library

Wednesday, June 13, 2007

Members present: Wayne Summers, Gale Arent, Laura Webb, Diane Mosier, Harriett Smith, Greg Ostrander Library Director: Rene Prado absent: Lisa Sullivan
Guests: Bryan Vick, and Paul Perpich

A. Call to Order: 7:00PM

B. Approval of Agenda: Moved by Ostrander, second- Diane Mosier, unanimous.

C. Approval of minutes from the meetings of May 9, May 30 & June 6 (special meeting)
May 9 amended for Eric Hartz last name spelling. Move to approve all, by Mosier, second-Smith, unanimous.

D. Public Comment- none.

E. Reports

1. Communication- Letter of glowing praise for Library and staff from Bethard family
2. Treasurers Report- move to approve-Ostrander, second-Webb, placed on file
3. Directors Report- placed on file. Granger is now doing trash collection, and the Library is now recycling.
4. Friends of the Library- no report received
5. Township contract areas- no new developments
6. Facility Needs- none noted

F. Pending Business

Move by Ostrander to close Board Meeting and enter Public Budget Hearing, second-Mosier

1. Public Budget Hearing/Adoption of the 2007-2008 Library Budget. Motion by Mosier to "Authorize the President and Treasurer to levy the Headey amendment allowed millage of .4998 for the 2007/2008 fiscal year", second- Ostrander. passed unanimously.
2. Move to approve adoption of 2007-2008 budget and to close Budget hearing and return to regular session made by Mosier, second-Ostrander, unanimous
3. Policy amendments-attachment F2, regarding Article 4, Officers, Par.2: Vice President, proposed bylaw change "In the event a vacancy occurs in the office of President, an election shall be held to allow the current Library Board to select its new President". Roll call vote, Yes: Arent, Mosier, Ostrander, Smith, Summers, Webb.

4. Personnel Files, "You have the right to examine your personnel file or to obtain a copy of your file upon request **to** the Library Director". "Personnel files will be kept in a locked cabinet and will only be accessible by the Library Director **or his or her designee**, as will files retained of any past employees or job applicants." Move to approve changes by Ostrander, second-Webb, unanimous.
5. Farnum Property Contract, the lawyer for the Library has sent some minor contract alteration language to Mr. Farnum, but we are very close to finalizing.

G. New Business

1. 2006-2007 Library Budget Adjustment: attachment G.1., showing line item changes to cover excess expense for "Contract" items related to new Library needs assessment, and professional services, and under estimation of "Maintenance & Repair" and "Miscellaneous". Move to approve adjustments-Smith, second-Mosier, unanimous
2. Milling model proposal, attachment G.2. David Milling Architects additional costs relating to professional services of \$5,647. Board removed the fee for additional public workshops by Milling for Local children. Director Prado will run two seminars with Library members, one for young adults and another for children. It will be open forum regarding what they would like in a Library. Proposed questionnaire will be shared with Board before meetings. Move to accept additional fees as amended, by Ostrander, second-Mosier, unanimous.
 - b. Proposed by Ostrander that the Board "request Milling to re-do Library design in the three current sizes to each reflect area for fireplace, children/Family bathroom and Young Adult areas". Second- Mosier, unanimous passed.

H. Public comment-none

I. Board member comment-Arent made comment that our meeting tend to fall on auspicious days for Board members as today was he and his wifes anniversary

J. Adjournment- 9:05PM moved by Ostrander, second-Smith

Respectfully submitted,
Laura Webb, acting secretary