

ALVAH N. BELDING MEMORIAL LIBRARY
302 E. Main Street Belding, Michigan 48809

REGULAR MEETING OF THE ALVAH N. BELDING LIBRARY BOARD

March 27, 2017 Library Board Minutes

Library Board Members Present: Kathleen Lehman, Neil Pettifor, Robert Ware, Annette Visser, Carla Gunderson, Mayor Ron Gunderson, City Library Board Liaison.

Administrator Present: Britney Dillon, Library Director

Guests Present: Gretchen Houtman, Betty Jenkins.

1. **Call to Order and Roll Call:** Meeting was called to order at 5:34 p.m. by Kathy Lehman. Roll call was taken. Kathy welcomed Annette Visser to the Board of Trustees.
2. **Approval of Agenda:** A motion was made by Robert Ware, with support by Carla Gunderson, to approve the agenda with the following addition to New Business: D) EBook Loans. Roll called. Motion carried.
3. **Approval of Minutes.** Motion was made by Robert Ware, support by Neil Pettifor, to approve the regular meeting minutes from February 27, 2017, as received. Roll called. Motion carried.
4. **Public Comments on Agenda Items:** None.
5. **Library Reports:**
Director's Report, Youth Services Report, Monthly Circulation Summary Report, and Monthly Financial Reports reviewed. Britney Dillon, Library Director, reported that all recent electrical and boiler issues were repaired and there are no further problems. She also read a summary of closed session rules that she received from Lance Warner, Executive Director of KDL, and will distribute them to Board members in the near future. These library reports were received for filing.
6. **Notice of Paid Bills.** Motion by Carla Gunderson, support by Robert Ware, to approve Notice of Paid Bills for February, 2017 as presented. Roll called. Motion carried.
7. **Communication and Correspondence** There were four of Betty's news notes included in Board packets and published in The Daily News within the last month.
8. **Unfinished Business**
 - A) **Overview of revenue/expense report.** Robert Ware went over the details of his handouts and explained how some of the financial numbers are obtained regarding the third-party agreement.

- B) **Strategic Plan.** The Strategic Plan Committee met in the month of March to discuss possible short-term and long-term goals for the Library.
- C) **Library sign.** Britney Dillon met with Bruce Brown and Ernie Thomas regarding details of sign installation. Neil Pettifor distributed proposed bid sheets and information required for library sign electrical phase and masonry phase. Motion by Neil Pettifor, support by Kathy Lehman, for Britney Dillon to research the possibility of hiring a general contractor to oversee the library sign project. Roll called. Motion carried.

9. New Business

- A) **Notary Service.** Discussion of adding this service at the Library for three employees. Cost is \$50 per employee for a six-year term.
- B) **Little Free Library.** Discussion of creating a Little Free Library within the City of Belding in collaboration with the ICL Association. Discussion about possible involvement with Belding High School woodshop.
- C) **Library Services.** Discussion as per Strategic Plan.
- D) **EBook Loan.** Britney Dillon explained that the public has access to and can download eBooks to their electronic devices that are owned by either the Belding Library or within the pooled Lakeland eBook collection. eBooks within the KDL system or other community libraries are not eligible for interloaning.

10. **Public Comments on Non-Agenda Items.** Ron Gunderson commented that he had attended the Rotary presentation of the Dolly Parton Imagination Library held in Ionia during March and was very impressed with the program. Gretchen Houtman said that she likes what was discussed regarding future library services.

11. **Trustee Comments:** Neil Pettifor said he is impressed with all that Lori Hansen of Youth Services has been doing as documented in her Youth Services report. He also told the Board that he will be absent for April's Library Board meeting (excused).

12. **Adjournment.** Motion made by Kathy Lehman, support by Neil Pettifor, to adjourn the meeting at 7:30 p.m. Roll called. Motion carried.

The next regular meeting of the Library Board is scheduled for Monday, April 24, 2017 at 5:30 p.m.

Respectfully submitted,

Carla Gunderson
Secretary - Library Board of Trustees