

**Chelsea District Library Board of Trustees  
Minutes of Regular Meeting and Annual Meeting**

Tuesday, January 19, 2010 6:45 p.m.  
Meeting Location: McKune Meeting Room

**Trustees in Attendance:** Gary Zenz, Kristin van Reesema, Kathy Frisinger, Mary Budzinski, Dawn Caplis, Lynn Fox, Janis Miller, Bill Harmer.

**Trustees Absent:** None. A quorum was present.

**Guests:** None

**Staff:** T. Lancaster, L. Ballard, R. Andrews.

**Welcome and Call to Order**

L. Fox called the meeting to order at 6:50 p.m.

**Swearing in of Re-appointed Trustees**

Kathy Frisinger and Mary Budzinski have been re-appointed by Lima and Lyndon Townships respectively and were sworn in by L. Ballard

**Agenda Review and Additions**

1. Discussion: Meeting with Chelsea Standard
2. Discussion: Tom Colis
3. Approval of Closed session minutes for Dec 15, 2009

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by K. van Reesema, SECONDED by G. Zenz to approve the minutes of the December 15, 2009 regular Board Meeting. All Ayes: 7-0

MOTION made by K. Frisinger, SECONDED by K. van Reesema to accept the General Fund Operational checks. Discussion: Change 675 in the financial reports to read "grants"  
All Ayes: 7-0

MOTION made by G. Zenz, SECONDED by J. Miller to approve the minutes of the December 15, 2009 Closed session. All Ayes: 7-0

**Director's Report:**

Community Read book will be "Anatomy of a Murder". Staff will be working on an Annual Report and the board was pleased to hear this.

**Public Comment:**

None

**Ron Andrews – WOW report:**

R. Andrews took the board members and staff on a tour of the Server Room, gave a PowerPoint presentation including computers and computer use statistics and showed off the new library web site.

**Communications:**

None

**Action Item #1: Election of 2010 Officers**

MOTION made by J. Miller, SECONDED by K. Frisinger to approve the presented Slate of officers 2010. Discussion: None. All Ayes: 7-0

G. Zenz took over the meeting as the new president.

**Action Item #2: 2010 Committee Assignments**

MOTION made by K. van Reesema, SECONDED by J. Miller to approve the Presented Committee Assignments for 2010. Discussion: None All Ayes: 7-0

**Action Item #3: Acceptance of Donations**

MOTION made by M. Budzinski, SECONDED by J. Miller to approve the presented donations of \$290.00 from December 2009 and move the money from the General Fund to the 2010 Budget. Discussion: None All Ayes: 7-0

**Action Item #4 Adjustment to 2010 Budget**

MOTION made by K. Frisinger, SECONDED by L. Fox to approve the line item transfer of \$1,800.00 from 965.400 Automation to 982.410 Collection-Subscription. Discussion: The \$1,800.00 is not needed for TLN delivery cost and will be used in collection for the OCLC ILL Subscription cost. All Ayes: 7-0

**Discussion Item #1: Staff In-Service date change**

The management staff would like to move the Staff in-service to Friday, April 23 so that the staff part of the Strategic Planning is ready. The library would then be open on Monday, February 15, 2010 and closed on April 23.

MOTION made by K. Frisinger, SECONDED by L. Fox to move the Staff in-service date change to Action. Discussion: None. All Ayes: 7-0

**Action Item #5: Staff In-Service date change**

MOTION made by L. Fox, SECONDED by J. Miller to move the Staff in-service from February 15<sup>th</sup> to April 23<sup>rd</sup>, with the library being open on February 15<sup>th</sup> and closed on April 23<sup>rd</sup>. Discussion: None. All Ayes: 7-0

**Discussion Item #2: Community Planning Committee for Strategic Plan**

B. Harmer asked that the board look over the list of community members listed and email any suggestions they may have to B. Harmer that they think should be included.

**Discussion Item #3: Meeting with Chelsea Standard**

G. Zenz would like to be a part of the meeting that B. Harmer is scheduling with the new editor of the Chelsea Standard. Items are being submitted from the library and other local groups and are not being reported on.

**Discussion Item #4: Tom Colis of Miller Canfield**

K. van Reesema attended a City Council meeting and found out that the bonds issued for the building of the new Police station will be paid back by use of the City's general funds. When K. van Reesema told him of our low bond funds he suggested we raise the millage rate, which the board had considered and decided not to do. He also said that our general fund could be repaid by collected debt money if in the future we did raise the rate.

**Reports –**

**Policy Committee** – January 25, 2010 at 6:45 PM to go over the Personnel policies.

**Finance Committee** – Will set a date after the board meeting tonight. B. Harmer suggested they look over our Endowment fund and maybe look into endowments where the principle can be used/spent.

**Art Committee** – Next meeting is February 4, 2010.

**Friends of the Library** – Held their annual meeting last Saturday and have new officers. The new president is Cynthia Sliveri.

**Personnel Committee** – No date set.

**Public and Board Comment**

K. van Reesema asked if we had looked into the government monies set aside for data centers.

**Other Items**

Name tags for the board members to wear when out on library business.

**Adjourn:**

MOTION made by K. Frisinger, SECONDED by J. Miller to adjourn the meeting at 8:42 pm.

All Ayes: 7-0

Katherine Frisinger

2/16/2010

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Katherine Frisinger, Secretary

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Date