

APPROVED

MINUTES

KENT DISTRICT LIBRARY BOARD MEETING
Kent District Library Service Center
814 West River Center Dr. NE, Comstock Park, MI 49321
Thursday, January 21, 2010 – 4:30 p.m.

Present: Shirley Bruursema, Fran Gilcrest, Vickie Hoekstra, Charles R. Myers, Scott E. Petersen, Carol Simpson, Denise VanEck

Absent: Charles Fry

Guests: Susan Bodenner, *Rockford Reading Festival Committee Member*
William (Greg) Dean, *Oakfield Township Supervisor*
Jennifer German, *Krause Memorial Branch Manager*
Liz Guarino-Kozlowicz, *KDL Adult Services Librarian*

I. CALL TO ORDER

Chair Shirley Bruursema called the meeting to order at 4:36 p.m.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

The agenda was revised to include both the open and closed session minutes under Approval of Minutes (Item VIII) and to move the Director's Annual Performance Evaluation and Compensation from a closed session to Old Business (Item X, Subpoint B).

Motion: Mr. Myers moved to approve the agenda as revised.

Support: Supported by Ms. VanEck.

RESULT: Motion carried.

IV. LIAISON REPRESENTATIVE COMMENTS – None

V. PUBLIC COMMENTS

Greg Dean, Oakfield Township Supervisor, expressed his opinion that a compensation increase for the Director, or any KDL employee, is inappropriate considering the current economic realities in Michigan.

Susan Bodenner, Rockford Reading Festival committee member, distributed festival information to the Board and announced the theme for this year – “A Book Within You.” The festival will take place on Saturday, August 7, 2010 in downtown Rockford.

VI. FINANCE REPORTS – December 2009

Motion: Ms. Simpson moved to receive and file the December 2009 finance reports.

Support: Supported by Ms. VanEck.

RESULT: Motion carried.

VII. LAKELAND LIBRARY COOPERATIVE REPORT

Library Director Martha Esch noted the following motions items which were approved at the January 14, 2010 LLC Board meeting:

- Fund balance allocations for fiscal year 2009-2010;
- Extension of sorter and sorter/driver hours until delivery reductions affect volume;
- Recommendation from the Reciprocal Borrowing and ILL (RBI) Study Group to have member libraries stop check-in of non-owned materials (excluding interlibrary-loaned items) as soon as possible; and
- Pursue a quote from Innovative Interfaces for cost to custom program reciprocal borrowing thresholds in Millennium and to determine how thresholds would work in a multi-branch system.

Regarding the motion to cease check-in of non-owned materials, Director Esch noted that the RBI Study Group has since met and approved procedures to enact this decision. Beginning March 15, 2010, patrons who borrow items in person from a LLC member library other than their home library will need to return those items directly to the library from which they were borrowed (in the past they could be returned to any LLC member library). Items requested from another LLC member library through the hold system online are considered interlibrary loans and can still be returned to any member library. KDL's 18 branches are one system, so items checked-out at one KDL branch can still be returned at any other KDL branch. Official announcements regarding this change will be forthcoming. Director Esch noted that LLC pursued this change in an attempt to cut down on costs for sorting and delivery in light of a 40% cut in state aid funds this fiscal year.

VIII. APPROVAL OF MINUTES – December 17, 2009 (open and closed session minutes)

Motion: Mr. Myers moved to approve the minutes of December 17, 2009 including closed session minutes from that meeting.

Support: Supported by Ms. Gilcrest.

RESULT: Motion carried.

IX. DIRECTOR'S REPORT – December 2009

Library Director Esch noted that the tentative labor agreement reached between KDL and UAW Local 2600 failed to be ratified by a vote of members on December 28, 2009. The next negotiation session is scheduled for January 25, 2010.

X. OLD BUSINESS

A. KDL Policy Manual – Section 1: Collection and Reference (Policies 1.1 – 1.7)

Motion: Mr. Petersen moved to approve the proposed changes to Policies 1.1 – 1.7 as presented.

Support: Supported by Ms. Simpson.

RESULT: Motion carried.

B. Director's Annual Performance Evaluation and Compensation

Motion: Ms. Gilcrest moved to approve the Director's Annual Performance Evaluation.

Support: Supported by Ms. VanEck.

RESULT: Motion carried.

Motion: Ms. VanEck moved to open a discussion of the Director's compensation.

Support: Supported by Ms. Gilcrest.

RESULT: Motion carried.

The Board discussed the Director's compensation in light of a number of considerations including current economic conditions, the importance of compensation in retaining quality employees, Director Esch's positive annual performance evaluation, and the fact that the Director's current salary falls mid-tier in a comparison of salaries for directors of other library systems of a similar size. The Board acknowledged the challenge of balancing compensation matters in a downturned economy and their desire to reward the Director for the excellence of her performance.

Motion: Mr. Myers moved to increase the Director's compensation by 2% for fiscal year 2010.

Support: Supported by Ms. Bruursema.

Roll call by the Secretary:

Ms. Bruursema – Yes

Ms. Hoekstra – No

Ms. Simpson – No

Mr. Fry – Absent

Mr. Myers – Yes

Ms. VanEck – No

Ms. Gilcrest – Yes

Mr. Petersen – No

RESULT: Motion failed 3-4.

A motion by Mr. Petersen that the Director's salary should remain the same for fiscal year 2010 failed to receive a second.

Motion: Mr. Myers moved to table the discussion of the Director's compensation until the March 18, 2010 meeting with the understanding that any decision made at that time would be retroactive to January 1, 2010.

Support: Supported by Ms. Gilcrest.

RESULT: Motion carried.

XI. NEW BUSINESS

A. Request to Close the Alto Branch for Renovations

Motion: Mr. Petersen moved to close the Alto Branch from March 1 – 6, 2010 for renovations.

Support: Supported by Mr. Myers.

RESULT: Motion carried.

B. Conflict of Interest Statements and Board Code of Ethics

Library Director Martha Esch noted that the conflict of interest statements and code of ethics forms had been distributed to the Board for their signatures.

XII. LIAISON REPRESENTATIVE COMMENTS – None

XIII. PUBLIC COMMENTS

Greg Dean thanked the Board for considering his comments and for turning down a compensation increase for the Director.

Liz Guarino-Kozlowicz, KDL Adult Services Librarian, requested clarification concerning the difference between interlibrary loan and reciprocal borrowing with regard to the approved LLC policy changes.

XIV. MISCELLANEOUS CORRESPONDENCE

Director Esch noted that a progress report of 4th quarter accomplishments of the 2009 Business Plan had been distributed to the Board.

XV. BOARD MEMBER COMMENTS

Mr. Petersen: Noted that he received a positive comment from a patron concerning the ease of accessing eBooks through KDL's website interface.

Ms. Hoekstra: Noted that she is very pleased with the Director's performance as indicated in her evaluation and that her vote against increased compensation was a reflection of the current economy.

Ms. Gilcrest: Noted that she values the work the Director does.

Ms. Simpson: Noted that local author Tom Rademacher will discuss and sign copies of his new book at the Sand Lake/Nelson Township Branch on Saturday, March 6, 2010. Inquired as to whether it would be possible to create a rotating display for the system with Michigan notable authors. Addressed the new procedures concerning closed session minutes and noted that distributed copies are confidential and should be destroyed, returned to the Board Secretary, or kept in a secure location following review.

Ms. Bruursema: Noted that she will be co-leading a training session on January 26th in Flint, MI on "How to Win a Millage."

XVI. MEETING DATES:

Next Meeting: Thursday, February 18, 2010 – KDL Service Center – 4:30 p.m.

XVII. ADJOURNMENT

Motion: Mr. Myers moved for adjournment at 5:40 p.m.

Support: Supported by Ms. Hoekstra.

RESULT: Motion carried.


CAROL JEAN SIMPSON, KDL BOARD SECRETARY