

APPROVED

MINUTES

KENT DISTRICT LIBRARY BOARD MEETING

Kent District Library Alpine Township Branch

5255 Alpine Ave. NW, Comstock Park, MI 49321

Thursday, November 19, 2009 – 4:30 p.m.

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

Absent: Denise VanEck

Guests: Alex Arends – *Alpine Township Supervisor*
Lynette, Tim, and Lydia Gasper – *Michigan Education Savings Program Contest Winners*
Elaine Tainter – *KDL Alliance of Friends President*

I. CALL TO ORDER

Chair Shirley Bruursema called the meeting to order at 4:34 p.m.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Motion: Ms. Simpson moved for approval of the agenda as presented.

Support: Supported by Ms. Hoekstra.

RESULT: Motion carried.

IV. LIAISON REPRESENTATIVE COMMENTS – None

V. PUBLIC COMMENTS

Library Director Martha Smart presented Lynette and Tim Gasper and their daughter Lydia with a check for \$1,500 for being selected as one of six statewide winners of the “Get Creative @ Saving for College” contest sponsored by the Library of Michigan Foundation, the Michigan Education Savings Program, and the Michigan Education Trust. The Gaspers’ winning entry was submitted through KDL’s Krause Memorial Branch, which was also awarded \$1,000 to help fund literacy initiatives at the branch.

VI. BRANCH MANAGER’S REPORT

Alpine Township Branch Manager Laura Weld reported that the branch has seen a significant increase in circulation and visitors over the last few years. During this past summer, for example, the branch experienced days where the visitor count exceeded 400 people. The branch’s summer reading club was also highly successful with increased program attendance and increased involvement of teen volunteers.

Ms. Weld also introduced Alpine Township Supervisor Alex Arends and noted the fantastic support the branch has received from the township including Mr. Arends’ attendance at summer reading club events and a special section in the township newsletter highlighting library activities. Ms. Weld noted that while she has only served as Branch Manager for six months, she has found the community very welcoming.

VII. FINANCE REPORTS – October 2009

Motion: Mr. Fry moved to receive and file the October 2009 finance reports.

Support: Supported by Mr. Petersen.

RESULT: Motion carried.

VIII. LAKELAND LIBRARY COOPERATIVE REPORT

Library Director Martha Smart noted the following motion items which were approved at the November 12, 2009 LLC Board meeting:

- A budget amendment for 20 additional Sorter hours and 5 additional Driver hours per week through January 31, 2010;
- Extension of the data lines contract through June 30, 2011; and
- Changes to LLC circulation, interlibrary loan, and delivery policies.

IX. APPROVAL OF MINUTES – October 15, 2009

Motion: Ms. Simpson moved for approval of the October 15, 2009 minutes as presented.

Support: Supported by Ms. Hoekstra.

RESULT: Motion carried.

X. DIRECTOR'S REPORT – October 2009

Library Director Martha Smart highlighted KDL's successful "A Novel Experience" author program on October 29th noting that approximately \$17,000 will go into the KDL Fund as a result of this event. She thanked KDL Development Coordinator Jan Fonger, Assistant Director Cheryl Garrison, and Communications Manager Eric DeHaan for their efforts in making this program possible.

Trustee Fry thanked the Board for their support of this event and noted that the audience evaluations revealed a strong positive response to the program (4.89 on a 5-point scale). He also thanked outgoing Fund Board Chairperson Brent Slay for his leadership during these inaugural years of the Fund. Lastly, he noted the positive response that he and members of the Fund Board received while placing thank you calls to Fund donors earlier in the week.

XI. OLD BUSINESS

A. KDL Policy Manual – Section 6: Personnel (Policies 6.4.6; 6.5 – 6.12)

Motion: Ms. Simpson moved to approve the proposed changes to Policies 6.4.6; 6.5 – 6.12 as presented.

Support: Supported by Ms. Gilcrest.

RESULT: Motion carried.

B. Director's Evaluation Process

The Board discussed the annual Library Director evaluation process and in particular Director Smart's request to modify the process by receiving only a compiled evaluation from the Board and not comments from individual Board members. The Board discussed the potential benefits and drawbacks of modifying the process and reached a compromise as framed in the motion.

Motion: Mr. Fry moved that individual Board member names be removed from the comments given in the Director's evaluation.

Support: Supported by Ms. Gilcrest.

RESULT: Motion carried 7-0.

The Trustees also discussed the possibility of undertaking a Board self-evaluation. They agreed to consider this matter further in the new year.

XII. NEW BUSINESS

A. Alliance of Friends Report

KDL Alliance of Friends President Elaine Tainter gave a report on the mission and activities of the organization noting that it seeks to support the system-wide goals of KDL and to strengthen and expand available library services and programs. The Alliance undertakes its mission primarily through fundraising and educational activities.

B. Director's Evaluation – Request for December Closed Session

Motion: Mr. Myers moved to call a closed session at the December 17, 2009 KDL Board of Trustees meeting to discuss the Director's evaluation.

Support: Supported by Mr. Petersen.

RESULT: Motion carried.

XIII. LIAISON REPRESENTATIVE COMMENTS – None

XIV. PUBLIC COMMENTS – None

XV. MISCELLANEOUS CORRESPONDENCE – None

XVI. BOARD MEMBER COMMENTS

Ms. Gilcrest: Thanked the Board members who attended the Krause Memorial Branch Grand Re-Opening ceremony on November 9th.

Ms. Simpson: Noted that she enjoyed the Novel Experience event; and indicated that she visited the Krause Memorial Branch and was impressed by its new carpet and wall colors.

Mr. Myers: Noted that while teaching a computer confidence course at the Porter Hills Retirement Community, he assisted a resident in using the KDL website to request a PlayAway for her trip to Italy. Regarding the Pension Board, he indicated the Pension Fund balance rallied dramatically since January 1st from \$24.5 million to almost \$29 million at the end of the third quarter.

Ms. Bruursema: Noted that she attended educational sessions on early literacy and a pre-conference policy summit at the Michigan Library Association annual conference. She also participated in two talk tables regarding library trustee responsibilities.

Trustee Bruursema encouraged Board members who are away to participate in Board meetings via telephone, but noted that the KDL Board of Trustee Bylaws stipulate that Trustees participating in this manner will be considered absent and will lack voting privileges.

XVII. MEETING DATES

Regular Meeting: Thursday, December 17, 2009 – KDL Service Center – 4:30 p.m.

XVIII. ADJOURNMENT

Motion: Mr. Fry moved for adjournment at 5:46 p.m.

Support: Supported by Mr. Myers.

RESULT: Motion carried.


CAROL JEAN SIMPSON, KDL BOARD SECRETARY