

APPROVED

MINUTES

KENT DISTRICT LIBRARY BOARD MEETING
Kent District Library Service Center
814 West River Center Dr. NE, Comstock Park, MI 49321
Thursday, February 18, 2010 – 4:30 p.m.

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

Absent: Scott E. Petersen

Guests: Vic Matthews, *Plainfield Charter Township Liaison*

- I. CALL TO ORDER
Chair Shirley Bruursema called the meeting to order at 4:32 p.m.
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA
The agenda was revised to include a discussion of the Director's Compensation under Old Business (Item X, Subpoint B).
Motion: Ms. Gilcrest moved to approve the agenda as revised.
Support: Supported by Ms. VanEck.
RESULT: Motion carried.
- IV. LIAISON REPRESENTATIVE COMMENTS – None
- V. PUBLIC COMMENTS
On behalf of the Board of Trustees, Chair Shirley Bruursema presented Pamela VanderPloeg, KDL Assistant Director for Public Services, with a plaque in appreciation of her over twenty-one years of service to KDL and wished her well in her future endeavors.
- VI. FINANCE REPORTS – January 2010
Library Director Esch noted the distribution of updated balance sheets for the donor restricted funds modified to reflect the restricted nature of the funds following generally accepted accounting principles.
Motion: Mr. Myers moved to receive and file the January 2010 finance reports.
Support: Supported by Ms. Hoekstra.
RESULT: Motion carried.
- VII. LAKELAND LIBRARY COOPERATIVE REPORT
Library Director Esch noted the following two items which were discussed at the February 11, 2010 LLC Board meeting:
 - Innovative Interfaces, Inc. has developed a software module for the Millennium online catalog which allows material sharing limits to be implemented by LLC member libraries. A representative from the vendor will make a presentation regarding the module at the March 4th LLC Advisory Council meeting.
 - The LLC Board set a date of April 29, 2010 for a special session to discuss long-range planning for the cooperative.
- VIII. APPROVAL OF MINUTES – January 21, 2010
Motion: Ms. Simpson moved to approve the minutes of January 21, 2010 as presented.
Support: Supported by Ms. VanEck.
RESULT: Motion carried.

IX. DIRECTOR'S REPORT – January 2010

Library Director Esch thanked the Trustees who attended the KDL All-Staff event on February 15th for taking the time to participate in the sessions and interact with staff.

Director Esch highlighted the following items from her report:

- KDL has a new Intranet system which is more dynamic in allowing collaboration between branches, departments, and workgroups.
- January was a busy programming month with over 450 programs reaching 11,000 people.
- A new KDL television promotional spot was created and is already airing on three local stations.
- A new logo design for KDL was recently completed. A gradual roll-out of the new logo is planned over the next two years as financial resources allow.

The Board requested that the roll-out of the new logo be delayed. Director Esch indicated that she would bring this matter back before the Board as part of her report in April.

X. OLD BUSINESS

A. Contract Areas

Library Director Esch noted that she is currently reviewing KDL's service contracts with Ensley and Pierson Townships in light of Lakeland Library Cooperative policy changes and new Michigan state aid rules. She will present a report to the Board at its March meeting. The Board requested, if possible, that the terms of the service contracts these townships have with other public libraries be included in that report.

B. Director's Compensation

Mr. Fry inquired as to whether a motion is necessary to remove the director's compensation from the table or if putting the item on the agenda does that. Chair Bruursema indicated that placing it back on the agenda is removing it from the table.

Motion: Mr. Fry moved that the Director's salary for the remainder of 2010 be immediately increased by 1.5 percent.

Support: Supported by Ms. Gilcrest.

Discussion: Trustee Fry referenced Director Esch's positive performance evaluation, the 1.5% pay increase this year for other KDL management staff, and the mid-tier position of her salary when compared to director salaries for other library systems of a similar size as reasons for an immediate increase in her compensation.

Roll call by the Secretary:

Ms. Bruursema – Yes	Ms. Hoekstra – Yes	Ms. Simpson – No
Mr. Fry – Yes	Mr. Myers – No	Ms. VanEck – Yes
Ms. Gilcrest – Yes	Mr. Petersen – Absent	

RESULT: Motion carried 5-2.

XI. NEW BUSINESS

A. Striking of Delinquent Personal Property Taxes

Motion: Mr. Fry moved that, in accordance with Section 211.56a of the Michigan Compiled Laws, City of Kentwood personal property taxes in the amount of \$2,187.94 and City of Walker personal property taxes in the amount of \$2,975.41 which have been delinquent for five years be stricken from the tax rolls for the City of Kentwood and the City of Walker.

Support: Supported by Ms. Simpson.

RESULT: Motion carried.

B. KDL Policy Manual – Section 2: Circulation (Policies 2.1 – 2.6)

Library Director Esch reviewed the proposed changes to Policies 2.1 – 2.6 and the Board suggested additional modifications to the policies that will be incorporated for the second reading.

C. Request for late opening of the East Grand Rapids Branch on March 20, 2010 due to the closing of Lakeside Drive for the Irish Jig 5K run.

APPROVED

D. Request to close the Cascade Township Branch on July 3, 2010 due to the closing of Jacksmith Avenue for the Cascade Township Fourth of July parade and street fair.

Motion: Ms. Hoekstra moved to open the East Grand Rapids branch at 10:30 a.m. on Saturday, March 20, 2010 and to close the Cascade Township branch on Saturday, July 3, 2010.

Support: Supported by Mr. Myers.

RESULT: Motion carried.

XII. LIAISON REPRESENTATIVE COMMENTS – None

XIII. PUBLIC COMMENTS

KDL Communications Manager Eric DeHaan thanked the Board for their feedback regarding the new logo design.

XIV. MISCELLANEOUS CORRESPONDENCE

Director Esch highlighted an updated 2009 tax capture report that was distributed to the Board and noted that almost \$190,000 of KDL's revenue was captured last year and over one million dollars since 2003.

She also noted that responses to KDL's blog post "Are you a Library Lover?" were distributed to the Board. She indicated that February is Library Lover's Month and that these responses provide an inspiring testimony of KDL's community impact.

XV. BOARD MEMBER COMMENTS

Mr. Fry: Highlighted the KDL Fund donation pledge forms that was distributed to the Board and encouraged his fellow trustees to set the pace in giving to this important work which supports KDL's early literacy initiatives.

Ms. Simpson: Noted her enjoyment of the All-Staff training day and that she found her sessions very worthwhile.

Ms. Bruursema: Thanked staff for a great All-Staff event and indicated that in attending a portion of each break-out session she witnessed firsthand the diverse talent of the KDL staff who presented on a wide-scope of topics.

XVI. MEETING DATES:

Next Meeting: Thursday, March 18, 2010 – KDL Comstock Park Branch – 4:30 p.m.

XVII. CLOSED SESSION – Collective Bargaining Strategy

Motion: Ms. Simpson moved at 5:43 p.m. to meet in closed session pursuant to section 8(c) of the Open Meetings Act for the purpose of discussing the collective bargaining strategy.

Support: Supported by Ms. Hoekstra.

Roll call taken by the Secretary:

Ms. Bruursema – Yes

Ms. Hoekstra – Yes

Ms. Simpson – Yes

Mr. Fry – Yes

Mr. Myers – Yes

Ms. VanEck – Yes

Ms. Gilcrest – Yes

Mr. Petersen – Absent

RESULT: Motion carried 7-0.

Motion: Ms. Hoekstra moved to adjourn the closed session and resume the regular Board Meeting at 6:24 p.m.

Support: Supported by Mr. Fry.

RESULT: Motion carried.

XVIII. ADJOURNMENT

Motion: Ms. VanEck moved for adjournment at 6:25 p.m.

Support: Supported by Ms. Gilcrest.

RESULT: Motion carried.


CAROL JEAN SIMPSON, KDL BOARD SECRETARY