

APPROVED

MINUTES

KENT DISTRICT LIBRARY BOARD MEETING
Kent District Library Service Center
814 West River Center Dr. NE, Comstock Park, MI 49321
Thursday, February 19, 2009 – 4:30 p.m.

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

Absent: None

Guests: William Schroer – *WJSchroer & Associates*

I. CALL TO ORDER

Chair Shirley Bruursema called the meeting to order at 4:33 p.m.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

The agenda was modified to delete XI. New Business, Subpoint B. – BookLetters Contract for the KDL *What's Next* Publication; this matter will be addressed at a future Board meeting.

Motion: Mr. Fry moved for approval of the agenda as modified.

Support: Supported by Ms. Simpson.

RESULT: Motion carried.

IV. LIAISON REPRESENTATIVE COMMENTS – None

V. PUBLIC COMMENTS – None

VI. FINANCE REPORTS – January 2009

Motion: Mr. Myers moved to receive and file the January 2009 finance reports.

Support: Supported by Mr. Petersen.

RESULT: Motion carried.

VII. LAKELAND LIBRARY COOPERATIVE REPORT – Martha Smart

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

- The addition of nine staff hours to sort materials at the LLC headquarters.
- The release of an RFP to hire an outside company to examine the sorting area at the LLC headquarters.
- Effective February 23, 2009, the permanent hiring of the temporary 20-hour per week bookkeeper.
- Approval of a \$23,000 budget amendment to the ISG budget line to cover KDL inclusion in the data costs. KDL will now pay LLC who will in turn pay ISG. This payment structure modification is necessary so that KDL can apply for federal USF funds for telecommunications costs.

VIII. APPROVAL OF MINUTES – January 15, 2009

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

Support: Supported by Ms. Hoekstra.

RESULT: Motion carried.

IX. DIRECTOR'S REPORT – January 2009

Library Director Martha Smart welcomed new Board member Denise VanEck who will represent Region 3 (City of Walker, Plainfield Township, and Alpine Township). Director Smart also thanked the Board members who attended the KDL All-Staff event on February 16, 2009.

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Library Director Smart noted that the Caledonia Township Board approved the ballot language for a new library building to be included on the May 2009 ballot.

Assistant Director Cheryl Garrison gave an update on the strategic planning process noting that the Community Planning Committee met with Strategic Planning Facilitator Sandra Nelson on February 17, 2009 to cast a vision for what the ideal Kent County community would look like in ten years. The Committee then ranked library service responses that would help the community live into this vision. The next step is for the Board and the staff to provide feedback to the Committee. The Board members set a special meeting date of March 11, 2009 from 4:00 – 6:00pm at the KDL Service Center to discuss these library service responses.

X. OLD BUSINESS

A. KDL Policy Manual – Section III: Special Services (Policies 3.1 – 3.4)

Regarding Policy 3.1 (Exhibits), Trustee Simpson inquired whether KDL provides artists/exhibitors with a liability waiver to sign. Assistant Director Pamela VanderPloeg indicated that a waiver does exist, but the process for obtaining a signature may need review. Library Director Smart encouraged a tabling of this section of the policy manual until clarification on this process could be sought.

Motion: Ms. Simpson moved to table changes to Policies 3.1 – 3.4 until the next meeting.

Support: Supported by Ms. VanEck.

RESULT: Motion carried.

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 \$3,133.72 and City of Walker personal property taxes in the amount of \$3,561.10 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. Attitude, Awareness, and Usage (AAU) Survey Presentation – Bill Schroer

Bill Schroer reviewed the findings from a KDL telephone survey which polled 600 library users and non-users in the KDL service area. The purpose of the study was to provide objective, scientifically valid current information to assist with future planning.

XII. LIAISON REPRESENTATIVE COMMENTS – None

XIII. PUBLIC COMMENTS

Ruth Bever, a KDL employee and library patron, responded to the AAU survey presentation by indicating that she believes the floating collection has a role to play in the availability of AV materials.

XIV. MISCELLANEOUS CORRESPONDENCE

Library Director Martha Smart noted the information the Board received concerning the Ada Cogeneration property tax settlement. The result of this settlement is that KDL must reimburse \$73,429.52 by November 2, 2009 or pay interest on the amount due.

Director Smart also highlighted a *Library Hotline* article indicating that for the first time in 25 years people are reading more, which is a positive trend also reflected in the AAU survey findings.

XV. BOARD MEMBER COMMENTS

Ms. Gilcrest: Thanked Mr. Schroer for his presentation of the findings from the AAU survey.

Ms. Simpson: Thanked HR Director Brian Mortimore for taking time to orientate her regarding the responsibilities of a KDL Pension Board member. Noted that she enjoyed the KDL All-Staff event and was pleased to see the high level of staff morale.

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Mr. Myers: Noted that he visited a library in Kentucky with stringent rules which stood in sharp contrast to the welcoming atmosphere he experiences at KDL branches.

Ms. Hoekstra: Thanked staff for their efforts toward a successful All-Staff event.

Ms. VanEck: Noted that she found the All-Staff event very informative. Also, expressed how excited she was to be serving on the KDL Board of Trustees.

Ms. Bruursema: Noted that during the ALA Midwinter event, she spoke with the Jefferson County (CO) Library Director concerning their floating collection. Jefferson County, with 10 branches, instituted a floating collection 30 years ago and has found it successful.

XVI. MEETING DATES:

Next Meeting: Tues., March 10, 2009 – KDL Plainfield Township Branch – 4:30 p.m.

Special Meeting for Strategic Planning: Wed., March 11, 2009 – KDL Service Center – 4:00 p.m.

XVII. ADJOURNMENT

The meeting was adjourned by Shirley Bruursema at 6:29 p.m.


CAROL JEAN SIMPSON, KDL BOARD SECRETARY