

**PETER WHITE PUBLIC LIBRARY
BOARD OF TRUSTEES
February 17, 2009**

The regular meeting of the Peter White Public Library Board of Trustees was called to order at 5:07 p.m.

ROLL CALL

Present: Toni Eppensteiner, President
Dianne Patrick, Secretary
Lynn Moon
Dirk Van Osdol
Pamela Christensen, Library Director
Claire Rose, Deputy Director
Ron Carrigan, Finance Director
Caroline Jordan, Librarian
Bruce MacDonald, Librarian

Absent: Robert Glenn
Heather Steltenpohl, Administrative Assistant

NOTE OF AGENDA CHANGES

The agenda was approved as submitted.

CONSENT AGENDA

Moon moved and Van Osdol supported to approve the consent agenda as follows:

1. Approve the minutes of the previous meetings
2. Approve the bills payable
3. Communications
4. Statistical Reports
5. Departmental Reports

Motion carried.

PRESENTATIONS

Management Report - Administrative Assistant Heather Steltenpohl was absent due to illness, her written report and presentation will be discussed at the March 17, 2009 meeting.

FINANCIAL REPORTS

Christensen reviewed the current financial reports. Van Osdol asked Carrigan to prepare a report for the Carroll Paul Memorial Trust Fund and General Trust that includes at least three years of history. Van Osdol also pointed out several errors on the submitted reports. Carrigan will correct the reports.

PUBLIC PARTICIPATION

None.

BOARD ACTION ITEMS

The Peter White Public Library Exhibit and Display Policy (new) was presented by Christensen. There was discussion regarding rental fees for the galleries and display areas. Motion made by Moon with support by Patrick to approve the Peter White Public Library Exhibit and Display Policy. Motion carried unanimously.

The Peter White Public Library Meeting Room Policy (revised) was presented for approval. Moon commented that the section regarding rental of the kitchen needs to be deleted. Motion by Moon with support by Van Osdol to approve the revised Peter White Public Library Meeting Room Policy as corrected. Motion carried unanimously.

LIBRARY DIRECTOR'S REPORT

Fiscal Year 2009/2010 Operating Budget development is continuing. The PWPL Department Heads met to discuss options for reducing the budget and increasing revenues. An all-staff meeting was held on February 15, 2009 to update PWPL staff on the budget situation. The budget will be presented at the March 17, 2009 meeting.

Suzanne Dees of the Superiorland Library Cooperative has prepared a Legislative Update for all State Representatives and Senators that represent the SLC service area.

MacDonald reported on the overdue materials retrieval process. There has been some success. Two patrons returned their overdue materials. Patrons with overdue materials have not been referred to the Marquette Police Department yet.

DEPUTY DIRECTOR'S REPORT

Rose gave an update on the bond repayment campaign plans. She and Christensen will meet with each Board member to select the people Board members will contact for a contribution for the bond repayment campaign.

COMMITTEE REPORTS

Township Advisory Council - Lynn Emerick acting Township Advisory Council President will be resigning from the TAC effective March 4, 2009. She will remain active at PWPL by volunteering and assisting with TAC outreach programming. The Board asked Christensen to prepare a letter of thanks to Lynn for her service on the TAC.

Personnel Committee - No report.

UNFINISHED BUSINESS

Van Osdol asked if staff have received a report from the Marquette Community Foundation regarding donors in 2008 and/or our end of year report for the PWPL Development Fund at the MCF. Christensen said reports have not been received.

NEW BUSINESS

None.

The meeting was adjourned at 6:23 p.m.

Respectfully submitted,

Dianne Patrick
Secretary

DP/hs