

**PETER WHITE PUBLIC LIBRARY
BOARD OF TRUSTEES
NOVEMBER 24, 2009**

The regular meeting of the Peter White Public Library Board of Trustees was called to order at 5:00 p.m.

ROLL CALL

Present: Toni Eppensteiner, President
Dianne Patrick, Secretary
Dirk Van Osdol
John Weber
Claire Rose, Deputy Director
Heather Steltenpohl, Administrative Assistant
Sandra Robertson, Township Advisory Council
Bruce MacDonald, Librarian

Absent: Lynn Moon

AGENDA APPROVAL

The agenda was approved as presented. It was noted that Library Director Pam Christensen has been called out of town for a family emergency.

CONSENT AGENDA

Van Osdol moved and Weber 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

Eppensteiner noted that the carpet in Technical Services should be looked at after the first of the year when the financial situation can be evaluated. Motion carried.

PRESENTATIONS

Bruce MacDonald, Circulation Services Librarian, presented proposed circulation policy changes. After further discussion, Weber moved and Patrick supported to approve the circulation policy changes as presented by MacDonald and instruct Library staff to explore different methods of moving new books to patrons so they circulate faster. Motion carried.

FINANCIAL REPORTS

The current financial reports were reviewed.

PUBLIC PARTICIPATION

None.

BOARD ACTION ITEMS

Township Millage Request & Renewal – Weber moved and Van Osdol supported to accept the three recommendations from the Library Director as follows:

- 1) Request that the Townships of Chocolay, Marquette, Skandia and West Branch place a millage renewal of the current 1 mill (as reduced by the Headlee Amendment) on the ballot in 2010. Failure to place a millage at this level will result in termination of the Contract for Library Services between the Township and Peter White Public Library in accordance with provisions of the Contract.
- 2) Request that Powell Township place a Library Services Millage request on the ballot in 2010 at the rate of 1 mill in exchange for library services from the Peter White Public Library.
- 3) Charge the Library Director of the Peter White Public Library with the responsibility of working with the law firm of Foster, Swift, Collins and Smith to draft ballot language for the millage request to be placed on the ballot in Powell Township and the renewals to be placed on the ballot in Chocolay, Marquette, Skandia and West Branch Townships. In addition, the Library Director will work with Foster, Swift, Collins and Smith to revise the current Contracts for Library Service.

Motion carried.

Circulation Policy – No further discussion.

Emergency Policy – It was decided that the Emergency Policy will be reviewed when Christensen returns. Rose reported on recent Code of Conduct violations at PWPL.

LIBRARY DIRECTOR'S REPORT

Christensen's reports were reviewed. Library Director evaluations should be returned to Patrick for compilation.

DEPUTY DIRECTOR'S REPORT

Fund Raising Report - \$4,415.00 as been received from 29 gifts so far in the annual fund. Rose has emailed Development Committee prospects to Board members for input. Eppensteiner noted that the Committee will need a statement of purpose and a charge in order to be formed.

Library Links – Rose reported on recent Library Days held at Sands, Skandia and Powell Townships.

COMMITTEE REPORTS

Township Advisory Council – No further report.

Personnel Committee – Library Director Contract – Patrick presented the proposed Library Director contract with Christensen that the Personnel Committee and Christensen have agreed upon. Weber moved and Patrick supported the contract as presented. Motion carried.

UNFINISHED BUSINESS

None.

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NEW BUSINESS/BOARD MEMBER COMMENTS

The possibility of changing the December meeting date was discussed.

PUBLIC PARTICIPATION

None.

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Dianne Patrick
Secretary

DP/hs