

**PETER WHITE PUBLIC LIBRARY
BOARD OF TRUSTEES
APRIL 20, 2010**

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
Lynn Moon
Dirk Van Osdol
John Weber
Pam Christensen, Library Director
Claire Rose, Deputy Director
Heather Steltenpohl, Administrative Assistant
Carolyn Myers, Township Advisory Council
Caroline Jordan, Librarian
Amy Becker, Librarian
Shelley Janofski, Interlibrary Loan Specialist

Absent: None.

AGENDA APPROVAL

The agenda was approved with the Betsy Clow Garden moved to item V, the addition of Tech Services/ILL management report as item VII and the addition of Marquette Community Foundation as item B under Unfinished Business.

CONSENT AGENDA

Weber 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.

FINANCIAL REPORTS

Christensen reviewed the current financial reports. She announced that Finance Director Carrigan has resigned due to his relocating to Grand Rapids, Michigan. Christensen anticipates a budget revision in May. All spending should be completed by May 15.

BETSY CLOW MEMORIAL GARDEN ACCESSIBILITY ISSUES

Christensen reported that she had expected a report from Bill Sanders last Friday, but has not received it yet. She will present his report at the May 2010 meeting. She understands that,

according to Sander's research, PWPL is not required to make the south enclosure accessible as no service is offered and the same enclosure is offered at the north side. Sponsorship of the project would be necessary for funding as the project is not feasible budget-wise.

PUBLIC PARTICIPATION

A visiting student asked for clarification of the accessibility issue in the garden.

David Boyd stated that PWPL is a showcase of sensitivity and concert to access. He encouraged Board members to think in terms of remedy.

MANAGEMENT REPORT

Amy Becker, Technical Services Librarian and Shelley Janofski, Interlibrary Loan Specialist presented their management report and answered questions.

BOARD ACTION ITEMS

First Reading: Board Bylaws Revision – Christensen reviewed the proposed bylaws revision.
Finance Director Proposed Job Description – Christensen reviewed the proposed revised Finance Director job description. PWPL is contracting with Manpower until a replacement for Carrigan is hired. Christensen would like to begin this process in May.

LIBRARY DIRECTOR'S REPORT

Township Millage Issues – Christensen reviewed the township meetings she has recently attended and Library Days at Marquette Township.

Adaptive Technology Center Update – Christensen reported that the adaptive technology equipment has been moved to the Reference area. The "Lions" room is being renovated to be a meeting room and the Shiras Room will be cleared of furniture to be an assembly room for smaller programs.

Code of Conduct – Christensen reviewed recent code of conduct issues. She would like to include a section on inappropriate use of furniture to the code of conduct.

Development Committee – Christensen hopes to have the first meeting of the development committee in June as well as volunteer training sessions.

Newsletter – An anonymous donor has agreed to underwrite all costs of printing and mailing the PWPL newsletter.

DEPUTY DIRECTOR'S REPORT

Rose reported that PWPL will host an Author Homecoming with the Michigan Humanities Council May 20 at the UpFront.

The next Friends used book sale will be in July. They would like their regular sales to be January and June.

Rose reported that PWPL will participate in the PrimeTime reading program with the Michigan Humanities Council. This program is aimed at low income and/or low literacy families.

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COMMITTEE REPORT

Township Advisory Council – Meyers had no report.

Personnel Committee – Christensen’s evaluation is complete. The AFSCME contract will expire June 30, 2011.

UNFINISHED BUSINESS

Marquette Community Foundation – Christensen reported that she and Van Osdol met with the President of the MCF Board and the Director. It was decided that statements and donor lists would be provided to PWPL quarterly. Moon asked that a letter be sent to the MCF Board clarifying Christensen’s action with MCF funding is within her jurisdiction as authorized by the PWPL Board of Trustees.

NEW BUSINESS/BOARD MEMBER COMMENTS

Dianne asked to speak with Christensen at a later date regarding the garden facing Third Street.

PUBLIC PARTICIPATION

Boyd announced that the Community Piano recital will be held May 2 in the Community Room featuring pianists from age 8 to senior citizen.

The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Dianne Patrick
Secretary

DP/hs