

**PETER WHITE PUBLIC LIBRARY
BOARD OF TRUSTEES
DECEMBER 7, 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
Pamela Christensen, Library Director
Claire Rose, Deputy Director
Heather Steltenpohl, Administrative Assistant
Marlene Seelig, Finance Director
Caroline Jordan, Librarian

Absent: None.

AGENDA APPROVAL

The agenda was approved with the addition of Item C – Authorized Staff under Board Action Items. Unfinished Business will be moved to Item IX.

CONSENT AGENDA

Patrick 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

Van Osdol asked for additional information about the bill from an attorney. Motion carried.

FINANCIAL REPORTS

The current financial reports were reviewed. There was discussion about digitizing the archived copies of the bills rather than storing hard copies. There was also discussion regarding personal exposure of the directors and Director's and Officer's liability coverage.

PUBLIC PARTICIPATION

None.

BOARD ACTION ITEMS

2010/2011 Budget Revision – Christensen reviewed the proposed budget adjustments. After further discussion, Van Osdol moved and Moon supported to table the 2010/2011 budget revision until the January 2011 meeting due to errors on the presented budget worksheets. Motion carried.

2011 Carroll Paul Memorial Trust Fund Budget – Van Osdol moved and Patrick supported to approve the 2011 Carroll Paul Memorial Trust Fund Budget as presented. Motion carried.

Authorized Staff – Moon moved and Weber supported the approval of staff authorized for action on the PWPL Wells Fargo accounts as presented. Motion carried.

LIBRARY DIRECTOR'S REPORT

IMLS Update – Christensen, Eppensteiner and community representative Jane Ryan will attend the medal ceremony at the White House in Washington DC December 17, 2010.

Trespass Orders – PWPL currently has eleven trespass orders in effect.

DEPUTY DIRECTOR'S REPORT

PWPL has received funding from CUPPAD for the winter storytelling festival. PWPL has also applied in conjunction with another agency for an IMLS Sparks Ignition Grant. Rose provided an update on the PWPL annual fund. Weber suggested that PWPL publicize IRA gifts during the next campaign.

UNFINISHED BUSINESS

MichiCard – Christensen has been in contact with concerned MichiCard patrons.

Universal Design Summit – Christensen will be working on the plans for the Universal Design Summit in January.

COMMITTEE REPORTS

Township Advisory Council – The TAC met last week and worked on updating the Township action plan. Points that were addressed by PWPL in the previous action plan were township outreach, Library Links, usage, passed millages and the four additional book drops.

Personnel Committee – Van Osdol moved and Patrick supported to enter into closed session to discuss administrative staff and non-AFSCME staff wage adjustments. Roll call vote was taken and passed unanimously. Closed session was carried out from 6:47 pm. To 7:09 p.m.

Weber moved and Van Osdol supported to accept the recommendation of the PWPL Personnel Committee and adjust the administrative staff and non-AFSCME staff wages as presented. Motion carried.

NEW BUSINESS/BOARD MEMBER COMMENTS

None.

PUBLIC PARTICIPATION

None.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Dianne Patrick
Secretary

DP/hs