

**PETER WHITE PUBLIC LIBRARY
BOARD OF TRUSTEES
SEPTEMBER 21, 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
Pamela Christensen, Library Director
Claire Rose, Deputy Director
Heather Steltenpohl, Administrative Assistant
Marlene Seelig, Finance Director
Carolyn Myers, Township Advisory Council
Caroline Jordan, Librarian
Bruce MacDonald, Librarian
Nicki Malave, Technology Coordinator

Absent: Dirk Van Osdol
John Weber

AGENDA APPROVAL

The agenda was approved with the addition of Item D – Ann Seuryneck Meeting Date under Board Action Items.

CONSENT AGENDA

Patrick moved and Moon 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

Patrick asked for clarification from MacDonald regarding the hold deletes from another library. Motion carried.

FINANCIAL REPORTS

Christensen reviewed the financial reports and noted that the City of Marquette has posted property taxes in July, so PWPL has already received over 50% of the projected revenue for the fiscal year.

PUBLIC PARTICIPATION

David Boyd asked for Christensen's comments regarding the Clow Garden modification. Christensen reported that she has not received drawings from the architect. She is in contact with a possible presenter from Universal Design. Drawings are required before PWPL can go

out to bid for the modification. PWPL will host a refreshment site in the Clow Garden for the 2011 Marquette Garden Tour.

MANAGEMENT REPORT – NICKI MALAVE, TECHNOLOGY COORDINATOR

Malave presented her annual management report. Highlights of her past year include the Library Links project, adding wireless internet capabilities in additional areas, BTOP and replacement of switches.

BOARD ACTION ITEMS

Contract for Library Services – Powell Township & Charter Township of Marquette –

Eppensteiner noted the contract dates presented are incorrect and should be 2010 – 2012. Moon moved and Patrick supported the approval of contracts for library service with the date of contracts to be 2010 – 2012. Motion carried.

MichiCard – Christensen reported that the State of Michigan is no longer reimbursing libraries for materials lost by MichiCard patrons and there is no other compensation received for participation in the program. Patrick moved and Moon supported to follow the Library Director's recommendation and withdraw from the MichiCard program effective October 1, 2010. Current MichiCard users will be notified of the change and no new MichiCard patrons will be registered. Motion carried.

Food For Fines – Moon moved and Patrick supported to follow the Library Director's recommendation and approve a Food for Fines program to coincide with the TV6 Can-a-thon collection period held fall 2010. Motion carried.

Ann Seuryneck Meeting Date – It was decided the Board of Trustees will meet with Seuryneck October 4, 2010 at 6:00 p.m. to discuss district library issues and the TIF district opt-out options. Seuryneck will also hold a library law workshop on October 6, 2010 at 1:00 p.m. for Superiorland Library Cooperative members.

LIBRARY DIRECTOR'S REPORT

Christensen reported that PWPL's development fund tax exempt status will be updated by October 15, 2010.

Shelving – Christensen has not received a quote for additional shelving yet. She noted grant funds may be helping to cover the cost of the shelving. Patrick and Moon suggested PWPL look at local manufacturing options for the end panels.

Extended Sunday Hours – Christensen would like to investigate extending Sunday hours for a trial period during the school year. She has asked department heads for staffing estimates. Eppensteiner noted that this would have an affect on the personnel budget. The extension would be a result of the new millage contract with Powell Township. Other additional services PWPL is able to provide because of the agreement and additional revenue include the browse collection, outlying book drops and outreach programs.

Wells Fargo – Wells Fargo staff have successfully sold PWPL recent stock donations. Other recent fundraising matches were noted as well as the receipt of the new train table in youth services funded by Iris and Ron Katers in honor of their grandchildren.

DEPUTY DIRECTOR'S REPORT

Rose presented the current technology plan. She noted that it is estimated that PWPL has saved between \$27,000 - \$40,000 over the years by having a current technology plan.

The final Library Links report has been submitted to LSTA as well as a scalable manual for the Library Links project. Her opinion is the grant was worth its due for the outreach provided to the townships. Books by Mail was referred to as "life transforming" by one patron. If the SIRSI software is set up to handle books by mail in future, the program will begin again. There is also now an additional book drop in Marquette Township at the Westwood Mall.

The PrimeTime family literacy program starts Saturday. PWPL is fund raising to cover the additional costs of the program.

COMMITTEE REPORTS

Township Advisory Council - Myers noted the improved communication with the townships and the positive affect of township library days from the Library Links project.

Personnel Committee – No report.

UNFINISHED BUSINESS

None.

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

Respectfully submitted,

Dianne Patrick
Secretary

DP/hs