

**PETER WHITE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
August 16, 2011**

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

**ROLL CALL**

**Present:** Dianne Patrick, President  
Lynn Moon, Secretary  
Dirk Van Osdol, Trustee  
John Weber, Trustee  
Julie Higbie, Trustee  
Pamela Christensen, Library Director  
Heather Steltenpohl, Development Director  
Dominic Davis, Administrative Assistant  
Marlene Seelig, Finance Director  
Caroline Jordan, Librarian

**Absent:** None

**AGENDA APPROVAL**

The agenda was approved with "Public Participation" moved to follow the Oath Administered to Julie Higbie, newly appointed trustee to the Peter White Public Library Board of Trustees. Also, item "C. PWPL In-Service" was added to Library Director's Report.

**PUBLIC PARTICIPATION**

Aza Wolfcale spoke on behalf of the Tu Kaluthia Café. Aza presented a check for \$998.40 effectively paying off the rent for the months of January thru June - rent for July is still due. Diane suggested Library Director and Aza revisit the lease agreement and sign a new one by September 1, 2011. Aza suggested that the middle of September would be best.

David Boyd spoke about the American Landscape Architecture awareness event scheduled for 1 PM on August 17, 2011 in the Betsy Clow Garden. The event will focus on the plans for a new access ramp to be built for the garden. Public participation is encouraged. Marquette Access group will be in attendance as well as TV 6. Heather Steltenpohl, Dominic Davis, and Stanley Peterson will be present representing the library.

**CONSENT AGENDA**

Diane Patrick motioned to approve the consent agenda. Dirk Van Osdol supported the motion and it was unanimously approved.

Pamela Christensen noted that Bruce is searching for a Michigan Based electronics distributor for new equipment going into the Community Room. Purchase is to be made by September 20, 2011.

## **BOARD ACTION ITEMS**

**Sunday Hours** – Christensen suggested the PWPL Sunday Hours be approved for 1:00 pm – 6:00 pm. Christensen addressed the inconsistencies she faced while attempting to pool together collected data concerning program attendance, wages paid, and use of library services on Sundays. Van Osdol opposed additional Sunday hours if they cause the PWPL to use funds from the PWPL savings account. Christensen stated that current staff would absorb the unmanned shifts in the Circulation Department and there was no immediate need to hire for the Circulation Department. Lynn Moon asked that Davis keep track of Sunday Room Requests for future review. Davis Agreed. Van Osdol motioned to approve PWPL Sunday hours be set for 1:00 PM – 6:00 PM with Moon to second. Approved by all.

**Development Fund** – First meeting for this committee will be set for November Christensen stated that the Development Fund Committee is the most important. Importance was placed on having someone serve on both the Development Fund Committee and the Board Finance Committee as well as on finding younger generations to serve on these committees. Steltenpohl suggested changing the name of the Development Fund so as to not confuse it with the Marquette County Community Fund PWPL Development Fund. No board action taken. Discussion ensued over potential committee candidates.

## **FINANCIAL REPORTS**

Current financial reports were reviewed. There was discussion concerning the placement of certain funds on the report. Van Osdol stated there should be a General Trust Fund report.

## **LIBRARY DIRECTOR'S REPORT**

**City of Marquette Boot Camp Dates** – Three (3) new Boot Camp sessions were noted. Pam and Diane will be attending the first session on September 30, 2011.

**Electronic Services** – Discussion was focused on Mango Languages software and Great Lakes Books online. It was noted that the Friends of the Peter White Public Library allocated money to purchase Mango Languages as well as Novelist as requested by Caroline Jordan. Moon suggested using the library column, What's New at the Library, as means of advertising these electronic services. Patrick suggested informing the high school and NMU language teachers about Mango Language.

## **DEVELOPMENT DIRECTOR'S REPORT**

**Allyn Roberts Challenge Update** – Allyn Roberts Challenge designed to bring in new and lapsed donors to be matched by a gift of up to \$10,000. Deadline is the end of the month – the current amount raised is over \$7,000.

## **COMMITTEE REPORTS**

**Township Advisory Committee** – No report.

**Personnel Committee** –

**AFSCME NEGOTIATIONS** - Negotiations still underway. PWPL Personnel Committee meeting scheduled for the Tuesday, August 30, 2011 at 5:00 pm at Capers.

**UNFINISHED BUSINESS**

Ethics Policy will be tabled until next meeting, which is scheduled for Tuesday September 20, 2011.

**NEW BUSINESS/BOARD MEMBER COMMENTS**

No report.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted, business

Lynn Moon  
Secretary

LM/dd