

PETER WHITE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
July 19, 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, Secretary  
Dirk Van Osdol  
Lynn Moon  
Pamela Christensen, Library Director  
Heather Steltenpohl, Development Director  
Dominic Davis, Administrative Assistant  
Marlene Seelig, Finance Director  
Caroline Jordan, Collection Development/Reference Librarian

Absent: Jack Weber

AGENDA APPROVAL

The agenda was approved with the addition of Parks and Recreation Master Plan Survey under Board Action Items. Public Participation was also ahead of the Election of Officers, so David Boyd could leave to attend another meeting.

Dominic Davis the new Administrative Assistant was introduced. Davis needs to leave the meeting due to a death in his family. Board members welcomed Davis.

PUBLIC PARTICIPATION

David Boyd told the Board that the Marquette Access Group has met with Michael Andary of the NMU Technology and Occupational Services department about the southern garden enclosure. The Marquette Access Group has asked if the Construction Management classes might be willing to take the garden on as a project. Andary seemed interested and will follow up once school is in session. Boyd stated that this would hold costs to a minimum and give NMU students practical experience.

ELECTION OF OFFICERS

On a motion by Van Osdol and second by Moon, Dianne Patrick was nominated as President. Motion carried unanimously.

On a motion by Patrick with second by Van Osdol, Lynn Moon was nominated as Secretary. Motion carried unanimously.

CONSENT AGENDA

On a motion by Van Osdol and second by Moon the consent agenda was approved unanimously.

FINANCIAL REPORTS

Van Osdol asked about the \$1,000 payment to the Maritime Museum. Christensen informed him this was to help with the contract payments to bring the two tall ships to Marquette. The Maritime Museum got

other sponsors for the event. Event organizers intend to “pay back” some sponsors with money collected for cruises and tours.

Van Osdol asked about legal fees to Foster, Swift, Collins and Smith. He asked if we were still using Tami Seavoy for legal advice. Christensen responded that we use Kendricks Bordeau when possible.

Van Osdol asked for an update on the budget shortfall for 2010/2012. Christensen stated that revenues and expenses are still being recorded. She anticipates a \$60,000 shortfall.

#### BOARD ACTION ITEMS

The Board reviewed the proposed Board of Trustees Ethics Policy and questions were answered. Moon suggested that some Boards have a form for Board members to sign that states they have read and agree with the Ethics Policy. She asked Christensen to look into such a form. It was also suggested that this become part of the Board of Trustees Orientation manual.

The auction of surplus art was discussed. On a motion by Moon support by Van Osdol the Library Director was instructed to work with Skinner Auctions to sell the items listed via auction. The Library Director and Skinner personnel should use their discretion concerning several of the lesser known items.

Christensen said she was still reviewing the results of extended Sunday hours and would present a proposal at the August 16, 2011 Board meeting.

#### LIBRARY DIRECTOR’S REPORT

Christensen informed the Board that the State Aid distribution looks like it will be increased from 18 cents per person to 22 cents per person. In addition, the PWPL service area increased by 1,112 people in the 2010 Census. This will mean an increase in State Aid for 2011/2012.

Christensen reported that the rental income for Tu Kaluthia for 2010 has been paid. The 2011 rental income will be paid prior to September 1, 2011 or eviction proceedings will be started.

City Board Boot Camp—Patrick will attend on August 31, 2011. Christensen stated that additional dates and times would be released soon. All Board members are expected to attend one Boot Camp session.

City of Marquette Parks and Recreation Survey—several members received the survey. A survey was not sent to the Library for the Board itself. Members were given copies to send back.

#### DEVELOPMENT DIRECTOR’S REPORT

The Development Director’s Fund Raising and Communications Plan was received.

A checking account for the Development Fund of PWPL, a 501 c 3 has been established at Northern Michigan Bank. Directors for the Development Fund will have to be named. The Board asked for information concerning the Development Fund Board of Directors. There should be Bylaws, a charge and membership guidelines drafted for this organization.

The Marquette Community Foundation monthly report was reviewed.

#### COMMITTEE REPORTS

Township Advisory Council member John Markes of Marquette Township has missed the past five meetings of the Township Advisory Council. Christensen has informed Marquette Township officials and told them that they have an option of appointing an Alternate Representative to serve when a Representative is absent.

#### Personnel Committee

AFSCME and the PWPL Negotiating Team have met four times. All language issues have been resolved. Economics remain to be addressed. Moon and Patrick asked Christensen to set up a Personnel Committee meeting soon.

#### UNFINISHED BUSINESS

Julie Higbie has submitted an application to serve on the PWPL Board of Trustees to replace the vacancy left by Toni Eppensteiner.

#### NEW BUSINESS

Marquette Arts and Culture Center exhibit complaints. A letter for Dr. John Kublin was received regarding an item in the MACC exhibit. Patrick mentioned that the PWPL Board should have a censorship in-service. The ALA Bill of Rights should also be added to the Board Orientation manual. On a motion by Moon with support by Van Osdol, the Board instructed Christensen to send a letter to Dr. Kublin acknowledging that they received his letter.

#### PUBLIC PARTICIPATION

None

#### ADJOURNMENT

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

Respectfully Submitted

Lynn Moon,  
Secretary