

**Regular Meeting of the
White Lake Township Library
Board of Trustees
Thursday January 24, 2008**

Call to Order

President Margaret MacDonald called the meeting to order at 6:33 p.m.

Roll Call

President: Margaret MacDonald, Vice-President: John Hedrick Secretary: Kathryn Fitzgerald, Treasurer: Glenn Rossow CPA, Trustee: Suzanne Fenske, Trustee: Jennifer Schulz and Interim Director: Denise Stefanick.

Approval of the Agenda

Vice- President Hedrick made a **motion to approve the agenda.** Secretary Fitzgerald seconded the motion. **Motion carried.**
(5 Yes Votes)

Public Comments

None.

Approval of the Minutes

Trustee Fenske made a **motion to approve the minutes of the January 19, 2008 special meeting.** Treasurer Rossow seconded the motion. **Motion carried.**
(5 Yes Votes)

Vice-President Hedrick made a **motion to approve the minutes for the December 20, 2007 regular meeting.** Treasurer Glenn Rossow seconded the motion. **Motion carried.**
(5 Yes Votes)

President's Report

Director Search

Discussion held on Director applicants. Second interviews to be scheduled.

Vice President's Report

None.

Secretary's Report

None.

Treasurer's Report

Vendor Bills

Treasurer Rossow presented the Vendor Bills.

Secretary Fitzgerald made a **motion to accept the Vendor Bills totaling \$81,514.01.** Vice-President Hedrick seconded the motion. **Motion carried.**
(5 Yes Votes)

Budget

Secretary Fitzgerald made a **motion to approve the amended 2007 Budget as written.**

Treasurer Rossow seconded the motion. **Motion carried.**
(5 Yes Votes)

Investment

Secretary Fitzgerald made a **motion to establish CD's not to exceed \$300,000 with a maturity less than 1 year @ National City.**

Vice- President Hedrick seconded the motion. **Motion carried.**
(5 Yes Votes)

Interim Library Director's Report

See attachment.

Vice-President Hedrick made a **motion to approve the 2008 meeting schedule.**

Trustee Fenske seconded the motion. **Motion carried.**
(5 Yes Votes)

Treasurer Rossow made a **motion for the board to support Denise Stefanick's pursuit of CPLA training.**

Trustee Schulz seconded the motion.
(5 Yes Votes)

Secretary Fitzgerald made a **motion to approve the proposal dated 12/14/07 from Library Design Associates pending eliminating line 6 and 7 of the proposal.**

Vice -President Hedrick seconded the motion. **Motion carried.**
(5 Yes Votes)

Trustee Schulz made a **motion to add filters to the children's computers.**

Trustee Fenske seconded the motion. **Motion carried.**
(5 Yes Votes)

Reports of Committees

Strategic Planning Committee

Trustee Fenske presented and discussed the timeline of the strategic plan.

Treasurer Rossow made a **motion to contract Hartzell-Mike Consulting LLC.**

Trustee Schulz seconded the motion. **Motion carried.**

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(5 Yes Votes)

Approved

Adjournment

Treasurer Rossow made the **motion to adjourn the meeting.**
Trustee Fenske seconded the motion. **Motion carried.**
(5 Yes Votes)

Meeting adjourned at 9:21 p.m.



Kathryn M. Fitzgerald
Secretary
White Lake Township Library Board
Minutes of Meeting
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Interim Library Director's Report to the Library Board - January, 2008

Administration:

Personnel:

- Julie Linder - Teen/Children's Librarian started Jan. 10
- Medical Insurance - policy clarification
- Reference Staff Blog
- Certified Public Library Administration Program (PLA)

Maintenance and Building improvement:

- Staff workspace bids
- Additional shelving in Fiction area

Technology:

- TLN - Shared Catalog System hard drive failure.
- New computers & software – positive feedback from patrons
- Color laser printer is now available in Youth area
- Minolta copier scanning is now available
- Computer Policy update

Suggestion Box

Communication and media coverage

Friends of the White Lake Township Library:

- Met on Tuesday January 15, five new members
- Next Book Sale – Feb. 2, 10-12 regular sale, 12-1 bag sale

Grants & Donations:

- Walmart - \$500 for summer reading program
- Donor Tree – added 2 leaves, Home Depot & In Memory of William Boyd
- In memory of Mary Somerville – Bench ?

Library programs:

- Computer Repair – over 50 registered
- Lego – Winter Wonderland contest
- Toddler and Preschool Story times, Baby Play group
- Book Discussion
- Art @ the Library- Dr. Robert Whylin, art through stages of Parkinson's
- Beginning Feb 11, Michigan Quilt Artist Invitational
- Museum Adventure Pass is extremely popular

Outreach:

- Dublin Center & Independence Village book discussions
- HVBA/Open door outreach canned food drive continued in Jan.
- Lakeland High School – VHS Classics
- D. Stefanick, spelling bee judge, Brooks Elementary
- St. Patrick's Troop 326, Boy Scout Eagle Project – Teen Seating

Quality Services Advisory Committee (QSAC) - Essential: Update

State of Michigan - State Aid Report

Questions?