

Dexter District Library
Board of Trustees
Meeting Minutes
November 5, 2007

President Davis called the meeting to order at 7:39 p.m.

Members Present: Linda Chapman, Pat Cousins, Marty Davis, Mike DeAngelo, Jim LaVoie, Donna Palmer, Rosemary Quigley.

Members Absent: Barbara Davenport.

Other Present: Paul McCann, Kim Swoverland, Recording Secretary

Davis called for additions to the agenda. McCann requested the addition of “aerial photography” under the Director’s Report section of the agenda. Quigley moved to approve the agenda as amended. Second by LaVoie. A vote was taken. Aye=all, nay=none. Motion carried.

Davis called for corrections to the minutes of the October 1, 2007 Regular Board Meeting. No corrections were requested. Palmer moved to approve the minutes from the October 1, 2007 Regular Board Meeting. Second by LaVoie. A vote was taken. Aye=all, nay=none. Motion carried.

Public Comment: None.

New Library Facility Update:

McCann reported that the site is facing a serious obstacle in the form of having inadequate space to store all of the soil that has been excavated. The piles of soil can not be heaped so high that they may cause a potential collapse. To avoid any safety hazards and to keep a reasonable amount of working space available, it was necessary to have some soil trucked away from the building site. This adds additional cost as the soil must be deposited at an appropriate landfill. The cost will be handled from a line in the construction budget for unknown soil conditions.

The construction is progressing nicely with the concrete being poured for the foundation. Access to the site is tight. Requests to access the site by way of Warrior Creek Park were denied because of Village concerns with the park’s soil substructure not being able to support heavy construction equipment. Construction personnel were able to solve the access problem by making a temporary path along the railroad tracks down to the lower level of the site.

McCann reported that the Facilities Committee met earlier in the day and that he will follow-up with the architects about the interior issues that were discussed.

Treasurer's Report:

LaVoie reviewed the written treasurer's report.

Davis called for questions regarding the bills paid for the month of October. Questions were answered to the Board's satisfaction. Cousins moved to approve the bills paid during the month of October. Second by LaVoie. A vote was taken. Aye=all, nay=none. Motion carried.

There were no budget changes.

There were no reimbursements.

Director's Report:

McCann reviewed the written Director's Report.

McCann reported the following use statistics for the month of October:

October 2007	
Circulation Statistics	
Adult Books	3579
Young Adult Books	781
Children's Books	7750
Magazines	315
Videos	1983
DVD	3559
Books on Tape	331
Books on CD	538
Music CD	1766
Interlibrary Loans	1720
Renewals	2837
Total	25159
In-house use	1058
Library visits	7468
Ref Q	688
Withdraw	657
Add	1196
total holding	64093
new card	79
total card	8297
Internet usage	1393

McCann also reported the Library staff answered 688 reference questions, added 1196 items to the collection and withdrew 657 items from the collection (bringing the total number of items in the collection to 64,093). New Library card holders registered was 79, bringing the total number of registered borrowers to 8297. The Library's Internet computers were used 1393 times.

McCann informed the Board of his follow-up with the DDA. Village officials confirmed that the DDA did not undergo any alteration of their boundaries; therefore the Library Board has no action to take.

McCann made the Board aware of the Hamburg Township Library's decision to post a "Caution, Unfiltered Internet Access" sign outside of the library.

McCann notified the Board of recent changes that have occurred with two of the Library's contracted service providers. The Holzheimer Bolek Architects have acquired an additional partner, thereby changing the name of their firm to Holzheimer Bolek + Meehan / Architects. Automated Resource Management, Inc (ARMI) has partnered with Thomson Tax & Accounting and has moved their offices to the southern part of Ann Arbor. In both cases, McCann does not expect any alterations to the services that the Library will receive from these firms.

McCann reported that the State of Michigan is planning to support State Aid payments at a higher figure than was anticipated. McCann stressed that this may not actually occur and to take a wait and see approach.

McCann reported that an aerial photography business has offered to provide monthly photos of the new construction site at a price of \$100 per month. The Board agreed that while it would be nice to have photographic documentation of the construction progress, it is at too great of a cost.

Committee Reports:

The Policy Committee did not meet in the month of October.

The Finance Committee did not meet in the month of October.

Old Business:

McCann reported speaking with both the Gerald Alcock Corp. and John Evans of Swisher Realty about the sale of Fourth Street Property. John Evans would not be willing to enter into a sales contract that excludes the Alcock Corporation, but he encouraged the Library to pursue them on our own at the discretion of the Board.

New Business:

McCann reported that the Library's annual audit took place on October 12, 2007 and that the process went very smoothly. Copies of the auditor's report were provided for all the Board Members. The auditors did make a suggestion that with the amount of time that the Library

Board Treasurer spends on reviewing all financial aspects, the Board may want to consider making the Treasurer's position a paid position.

A question was raised about the wording of "post-retirement benefits" contained in the auditor's report. McCann will bring the question to the auditors.

Friends Report:

Davis reported that the last book sale was not well attended. It was noted that the Annual Membership Meeting is scheduled to take place at Gordon Hall on Thursday, November 8, 2007 beginning at 7:30 p.m. Davis also noted that for the 2006-2007 fiscal year, the Friends group earned in excess of \$10,000, surpassing the prior year's record.

Public Comment: None.

The meeting was adjourned at 8:48 p.m.

Respectfully submitted,

Patricia Cousins,
Secretary

Kimberly Swoverland
Recording Secretary