

**Chelsea District Library Board of Trustees  
Minutes of Regular Meeting**

Tuesday, December 21, 2010 6:45 p.m.  
Meeting Location: McKune Meeting Room

**Trustees in Attendance:** Gary Zenz, Kristin van Reesema, Mary Budzinski, Kathy Frisinger, Lynn Fox, Dawn Caplis, Janis Miller, Bill Harmer.

**Trustees Absent:** None  
A quorum was present.

**Staff:** T. Lancaster & L. Ballard.

**Guests:** Dan Nutt, President of the Chelsea Area Lions Club, Steve Rogers, WWII Veteran, and Nancy Schumann, Past Artist-in-Resident.

**Welcome and Call to Order**

G. Zenz called the meeting to order at 6:45 p.m.

**Agenda Review and Additions**

1. Action Item – Sale of Fixed assets income.
2. Communication after the Director's Report.

MOTION made by K. Frisinger, SECONDED by L. Fox to approve the agenda.

Discussion: None

All Ayes: 7-0

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by K. van Reesema, SECONDED by J. Miller to approve the minutes of the November 16, 2010 Board Meeting. Discussion: None

All Ayes: 7-0

MOTION made K. Frisinger, SECONDED by K. van Reesema to accept the General Fund Operational checks for November. Discussion: The financials included an Infinex Quarterly Report – we should have been receiving this but had not.

All Ayes: 7-0

**Director's Report Update:**

B. Harmer received an email from TLN that State Aide in 2011 will be 25% of what this years was. The READ is on hold as no one from the community came to the planning meetings. We are looking at changing the time of year and possibly working with the Wellness Foundation and the other four communities to develop the theme. Bill and S. Wedell will be on the Lucy Ann Lance morning radio show next Tuesday, December 28<sup>th</sup>. Starting in 2011 the DDA will hold their monthly meetings at the library.

G. Zenz had a question on the trees that were moved from the east side of our building. These trees belong to the neighbors and the City moved them to another location in Chelsea. The Building and Directors/Officers insurance is with a new company and went into effect December 19<sup>th</sup>.

G. Zenz read a letter from Cathy Russ

**Public Comment:**

B. Harmer introduced Dan Nutt, President of the Chelsea Area Lions Club and thanked him for the \$3,000.00 donation the Lions will be presenting the library for the low vision center. Mr. Nutt informed the board that this has been noticed by the “higher ups” going all the way up to the International members and they are very interested in seeing the complete project and implementing this in other libraries across the globe. The display case will be in the main lobby near the Youth reference desk. The staff will receive training from Low Vision Solutions for everything in the case as well as the donated “Merlin” machine.

B. Harmer also introduced Nancy Schumann, a Past Artist-in-Resident for the library. Nancy told the board what a great time she had doing this project and that it had a great affect on the patrons who attended her workshops. The group of writers, who came to her writer’s workshop, decided to keep the group going on their own and will celebrate their 1 year anniversary in February. J. Miller wanted to know if we could have a reading of some of their work.

Our third guest was Steve Rogers, a WWII Veteran who participated in the WWII Oral History project and also wrote his memories. He had his first story published in the Chelsea Standard and with Nancy Schumann’s help it was accepted by a text book publisher. Mr. Rogers told a story of seeing Winston Churchill while serving in Europe.

**Communications:**

None

**Action Item #1: Donations**

MOTION made by J. Miller, SECONDED by K. van Reesema to approve for November and the first part of December. Discussion: None All Ayes: 7-0

**Action Item #2: Budget Carry-Over from 2010 to 2011**

MOTION made by L. Fox, SECONDED by J. Miller to approve the presented budget carry-over from FY 2010 to FY 2011. Discussion: B. Harmer went over the changes from what was present in November. All Ayes: 7-0

**Action Item #3: Budget Adjustments for 2010**

MOTION made by M. Budzinski, SECONDED by K. Frisinger to approve the presented budget adjustments for FY 2010. Discussion: M. Budzinski brought to the board’s attention that one of the lines didn’t have the money to adjust. B. Harmer is aware of this and a correction will be made. All Ayes: 7-0

**Action Item #4: Approval of 2011 Holiday & Board Calendar**

MOTION made by J. Miller, SECONDED by K. Frisinger to approve the presented 2011 Library Holiday and board schedules. Discussion: None All Ayes: 7-0

**Action Item #5: Approval Sale of Fixed Assets income**

MOTION made by K. Frisinger, SECONDED by L. Fox to approve the income from the sale of fixed assets and move the income to the Capital Improvement fund of \$355.00. Discussion:

Was everything sold? No, we still have the 2 green chairs and several office chairs.

All Ayes: 7-0

**Discussion Item #1: 2011 Library Board Officers**

Move to Action in January 2011.

**Discussion Item #2: 2011 Library Board Committees**

Please G. Zenz know what committees you would like to be on next year.

Move to Action in January 2011.

**Discussion Item #3: Reappointment of Sylvan & Dexter Township Trustees**

Move to Action in January 2011.

**Discussion Item #4: 2011 Library Board Retreat**

B. Harmer passed out a draft proposal for the board retreat that will include revisiting the Strategic Plan. Move to Action in January 2011.

**Policy Committee** – None

**Finance Committee** – Next Meeting January 24, 2011 at 6:30 in the Director's office.

**Personnel Committee** – None

**Art Committee** – The next meeting will be in January.

**Fundraising Committee** – The next meeting will be January 10, 2011 at 6:30 in the Director's office.

**Friends of the Library** – L. Ballard gave the report. The Friends are still working on reorganizing and developing a budget. Their annual meeting will be January 29<sup>th</sup> at 10:00 am.

**Nominating Committee** – Presented the slate for next year in the Discussion items.

**Public and Board Comment:**

None

**Other Items:**

B. Harmer mentioned the new book delivery brochure with the new tag line "Books & More @ Your Door" and gave kudos to A. Cangialosi for her work on this.

**Adjourn:**

MOTION made by L. Fox, SECONDED by M. Budzinski to adjourn the meeting at 7:53 pm.

All Ayes: 7-0

Katherine Frisinger

1/21/2011

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Katherine Frisinger, Secretary

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Date