

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance & Properties Committee Meeting
December 7, 2009

I. CALL TO ORDER:

Carol Craig, Chair, called the meeting to order at 4:15 p.m. Members present: Jim Alpi and Nicolette Rademacher. Staff present: Lee Ann Fisher, City Librarian, Karen Bjorkman, Assistant City Librarian, and Noah Tipton, Head of Maintenance Division.

II: AGENDA:

Motion by Mr. Alpi and seconded by Mrs. Rademacher to approve the agenda as presented. Motion carried.

III: OLD BUSINESS:

The bids for temporary heating in the Library Annex were discussed and whether, in view of the budget cuts, the library could afford temporary or permanent heating. Mr. Tipton answered questions concerning the water and the possibility of freezing.

Mr. Alpi asked if we could drain the water out of all the pipes and reduce the risk of freezing and additional problems in the building. Mr. Tipton was asked to contact the fire marshal concerning cutting off the water and draining the pipes in the building and sprinkler system.

Ms. Fisher and Mr. Tipton were asked to look into temporary solutions.

IV. NEW BUSINESS:

Ms. Craig discussed the budget cuts that the City is proposing for the Decatur Public Library. Ms. Fisher answered questions from the members of the committee. It was decided that Ms. Craig would speak at the City Council Meeting at 5:30 p.m. with Ms. Fisher and Mr. Alpi also attending.

IV. ADJOURNMENT

Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Karen Bjorkman

Karen Bjorkman
Assistant City Librarian

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Personnel, Policy, and Public Relations Committee Meeting
December 3, 2009

I. CALL TO ORDER

Eugene King, Chair, called the meeting to order at 4:03 p. m. Members present: Edward Costa, Mary Gendry, and Teena Zindel-McWilliams, President. Staff present: Lee Ann Fisher, City Librarian and Karen Bjorkman, Assistant City Librarian.

II. AGENDA

Approved with a motion by Mrs. Zindel-McWilliams and seconded by Mr. Costa. Motion carried unanimously.

III: NEW BUSINESS:

Mrs. Zindel-McWilliams presented the draft of the revised Board Bylaws to the committee and discussed the changes in the wording.

Motion by Mrs. Zindel-McWilliams and seconded by Mr. Costa to present the Revised Bylaws to the Board at the December 17, 2009, board meeting. Motion carried unanimously.

Ms. Fisher explained the Interlibrary Loan Policies and Procedures to the Board and that the library needs to update its policy to charge out-of-state Interlibrary Loans to cover the cost of postage involved in returning the item borrowed.

Motion by Mrs. Zindel-McWilliams and seconded by Ms. Gendry to send the revised Interlibrary Loan Policy to the board on December 17, 2009, for approval. Motion passed on a voice vote.

Motion by Mr. King and seconded by Ms. Gendry at 4:30 pm that the committee go into closed session: "I move that the Board enter into closed session for the purpose of discussing individual employments, as specific in Section 2 (c) (1) of the Open Meeting Act." Motion carried unanimously.

Motion by Mr. King at 5:00 pm that the committee return to open session. Seconded by Mr. Costa. Motion carried unanimously.

Decatur Public Library is in compliance with Public Act 93-0523, requiring the taping or recording of all executive sessions.

IV. ADJOURNMENT

Motion by Ms. Gendry at 5:10 and seconded by Mr. Costa to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Karen Bjorkman

Karen Bjorkman Assistant City Librarian