

**Jordan Valley District Library Board Meeting
December 2, 2009**

Present: Bloom, Craig, Franklin, Kenyon, Robinson, Walker, Director Pringle
Absent: Boyer, Nachazel

I. Call to Order

The meeting was called to order at 6:30 PM by President Bloom. A quorum was declared.

A. Approval of Agenda

Motion by Robinson to approve the agenda; seconded by Craig. Motion passed.

B. Approval of Minutes

Motion by Franklin to approve the minutes of the October 28, 2009 board meeting; seconded by Walker. Motion passed.

II. Friends of the Library Report

A. Written report was received and is attached to these minutes. The report was highlighted by Kim Prebble, President.

III. Treasurer's Report

A. Approval of Financial Reports

Bloom and Pringle stated that all reports are routine. Bloom clarified that account # 1081 "Building Account" should probably be renamed "Capital Improvements". Motion by Craig to approve the written financial reports; seconded by Kenyon. Motion passed.

B. Treasurer Position

Kenyon volunteered to serve in this position. Motion by Craig to appoint Tom Kenyon as Treasurer; seconded by Franklin. Motion passed.

IV. Old Business

A. M66 Property

Kenyon reported having made contact with some of the realtors on our contact list. Three firms were not interested in marketing our property and one could not be reached via phone; only Real Estate One expressed interest. There was discussion regarding advisability of listing the property now or holding onto it. General consensus was expressed to proceed with the listing of the property. Motion by Craig to empower Kenyon and/or Pringle to enter into a contract with Real Estate One for a period of one year; seconded by Walker. The property will be listed at \$199,900. Commission from sale of the property will be 7%; a 5' x 5' sign will be erected on the property at no cost to the library and advertising will include MLS, Detroit News and Petoskey News Review.

B. Artrain Exhibit

See the attached Director's Report for details highlighted verbally by Pringle. It is likely that this event will take place September 29 - October 3, 2010.

C. Phone Charges

See the attached Director's Report for details highlighted verbally by Pringle. Motion by Robinson to charge \$0.10 per non-emergency phone call; seconded by Franklin. Motion passed.

D. Community-wide author visit

See the attached Director's Report for details highlighted verbally by Pringle. Library Board representatives for this committee will be Franklin, Walker and Robinson.

E. Book club materials

See the attached Director's Report for details highlighted verbally by Pringle. Walker and Robinson will share this information with the book club making this request and report back at the next board meeting.

V. New Business

A. Lab lease

Motion by Robinson to extend the lease agreement to the Northwest Michigan Works for one year for the total annual rental of \$1.00; seconded by Kenyon. Motion passed. There was consensus agreement that the Coordinator for Northwest Michigan Works need not attend the January meeting of the board.

B. Computer use policy

See the attached Director's Report and "Rules for Use of the Reference Computer Workstations at Jordan Valley District Library" brochure for details highlighted verbally by Pringle. There was discussion of policies of other libraries. Motion by Craig to add the phrase "Use of computers to conduct business for profit" under the category 'Patron Responsibility, Examples of Unacceptable Use'; seconded by Franklin. Motion passed.

VI. Director's Report

Director Pringle verbally highlighted additional portions of her written report which is filed with these minutes. Building maintenance issues focused on the aging furnaces. Pringle recommends including the replacement cost of some or all of the furnaces in next year's budget.

VII. Recognition of Audience

There were no members of the audience who requested recognition.

VIII. Adjournment

Motion by Robinson to adjourn; seconded by Craig. Motion passed. Meeting was adjourned at 7:30 P.M.

Submitted by Linda Robinson, Secretary

Linda Robinson