

Albion District Library Board of Trustees
Elsie Munro Room, Albion District Library
Minutes 02/12/2015

Trustees Present: Pheley, Arndts, Boyd, Zblewski, Kondelik, Seidl, Grant
Ex Officio: Cynthia Stanczak, Interim Director
Public: Stacy Gatz, President of Friends of the Albion District Library

Public Participation: none.

The meeting was called to order at 6:01 pm by President Pheley.

1. Agenda reviewed and accepted.
2. Minutes from January 20 meeting accepted with no changes.
3. Director, Youth Services, and LHR reports reviewed and accepted.
4. Statistics reviewed. Patron Count provided as average, due to malfunctioning counter. Replacement coming. Statistics accepted.
5. Financial statement reviewed. Note that 2015 budget numbers are still not showing in BS&A financial software. Stanczak to contact City CFO with concerns. Motion to approve Financial Statement: Seidl, Grant 2nd. Zblewski, yes; Kondelik, yes; Seidl, yes; Boyd, yes; Grant, yes; Arndts, yes; Pheley, yes. Passed.

Old Business

6. City Request to Retain ADL Minutes

The Library hosts the required draft minutes and agenda for public review in the Reference Area, but any district will receive a copy, upon request.

7. Committee Updates and Priorities

Strategic Planning: Board Chair: Paula Pheley; Trustee: Dixie Grant; Ex Officio: Interim Director, Cynthia Stanczak; Staff: Sylvia Benavidez; at least one representative from the Friends and community to be recruited. Stanczak will send draft strategic plan to Pheley for review and editing.

Millage: Board Chair: Kim Arndts; Ex Officio: Interim Director, Cynthia Stanczak; Community: Patrick McLean, Ford Institute for Leadership, Public Policy, and Service; at least one representative from the Friends and an experienced millage participant. Stanczak will prepare calendar of necessary deadlines for millage effort. Millage is on the August 2016 ballot.

Policy: Board Chair: John Kondelik; Trustee: Carolyn Boyd; Ex Officio: Interim Director, Cynthia Stanczak; Staff: Jamie Bernard; two potential members unconfirmed.

Personnel: Board Chair: Holly Zblewski; Ex Officio: Interim Director, Cynthia Stanczak; Staff: Bill Gatz, Sheryl Gardanier; three potential members unconfirmed.

Finance: Board Chair: Jim Seidl; Trustee: Paula Pheley; Ex Officio: Interim Director, Cynthia Stanczak; Community: Jim Behling and Harley Ulbrich.

New Business

8. Kellogg Community FCU CD Maturation – 02/28/15

Seidl and Stanczak authorized to reinvest at best rate. Zblewski, Boyd 2nd. Arndts: yes; Grant: yes; Boyd: yes; Seidl: yes; Kondelik: yes, Zblewski: yes; Pheley: yes.

9. Grant Funding Priorities

ADL invited to present at Albion Philanthropic Women. Dolly Parton Imagination Library is funding priority, due to funding deficit from endowment.

10. Director Priorities

Interim Director Stanczak will focus on strengthening local relationships and partnerships and streamlining internal procedures.

11. Accounting

Interim Director Stanczak continues to evaluate options for streamlining and cost-savings in internal accounting procedures. Bid from ASA reviewed and further detail requested. Additional options will be sought.

12. PATV

Funding for PATV has been lost. Updated equipment is needed. Staff time required is heavy. An announcement is posted on the channel seeking patron comment on discontinuing the service.

13. Update from Friends of the Albion District Library

January meeting included speaker, Paul Snyder, President of Friends of Michigan Libraries (FOML), on passing a successful millage. Pheley and Stanczak attended. Chili Dinner was a success. Pre-event tickets sales still incoming. Non-Ball fundraiser kicks off in mid-March. 2015 theme is “Classic Movies.” Drawing for prize.

Board Comments – none.

Public Comments – none.

Adjourned 8:02 pm

Respectfully submitted,
Boyd / cds