

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

Tuesday, July 15, 2014 6:45 p.m.  
Meeting Location: McKune Meeting Room

**Trustees in Attendance:** Elizabeth Sensoli, Robin Wagner, Gary Zenz, Janis Miller, Jerry Wilczynski,

**Trustees Absent:** – Susan Brown & Jan Carr.

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

**Guests:** Dawn Caplis, Jennifer Kundak & Jim Pruitt from the Chelsea Standard/Washtenaw Now

**Welcome and Call to Order**

E. Sensoli called the meeting to order at 6:45 p.m.

**Agenda Review and Additions**

MOTION made by R. Wagner, SECONDED by J. Miller to approve the agenda as presented.

Discussion: None

All Ayes: 5-0

**Compulsory Segments:**

**Minutes and Approval of Checks**

MOTION made by G. Zenz, SECONDED by J. Miller to approve the minutes of the June 17, 2014 Board Meeting. Discussion: None

All Ayes: 5-0

MOTION made by G. Zenz, SECONDED by J. Wilczynski to accept the General Fund

Operational checks for June 2014. Discussion: None

All Ayes: 5-0

**Director's Report Update:**

L. Ballard went over a few items from the director's report. G. Zenz asked about the cost of the new RFID (Radio Frequency Identification) system and how it will be paid – this will be paid from the Capital Improvement Fund. Part-time librarian Peg Greisberger will be leaving as her husband has retired and they are moving back to Ohio. We had 2 anniversaries this past month – Leslie Abcouwer – 3 years & Edith Donnell – 8 years.

**Public Comment:**

Jim Pruitt from the Chelsea Standard/Washtenaw Now introduced himself. He advised the board that he was happy to cover the library as we have something in common – readers!

**Action Item #1: Donations for June**

MOTION made by R. Wagner, SECONDED by J. Miller to accept and allocate the general donations for June 2014 in the total amount of \$1,030.00. Discussion: None.

All Ayes: 5-0

### **Acton Item #2: Budget Hearing Notice**

MOTION made by R. Wagner, SECONDED by J. Wilczynski to approve the budget hearing notice. Discussion: Updated versions of the notice that are published in the media were handed out to the board members. These were changed due to a firmer quote for the new RFID system. The appropriate version (no extra millage or millage approved) will go in Washtenaw Now on August, 14<sup>th</sup>.

All Ayes: 5-0

### **Discussion Item #1: Rescheduling the Budget Hearing and August Board Meeting**

Due to the time frame of the August 5<sup>th</sup> millage vote and the publishing of the budget hearing notice it is necessary to move the budget hearing and August board meeting to August 26<sup>th</sup>.

MOTION made by G. Zenz, SECONDED by R. Wagner to approve the budget hearing & August board meeting date change to action. Discussion: The notice must be published at least 6 days before the hearing.

All Ayes: 5-0

### **Acton Item #3: Reschedule the 2015 Budget Hearing and August Board Meeting**

MOTION made by J. Miller, SECONDED by R. Wagner to approve rescheduling the Budget hearing & August board meeting to August 26<sup>th</sup>. Discussion: None

All Ayes: 5-0

### **Discussion Item #2: 2015 Budget – regular and with millage approval**

The board received the proposed 2015 budget packet with two different columns, one for 2015 Budget with the amounts if the millage is not passed and 2015 Mudget (millage budget) with amounts to reflect the millage passing. The board's budget packet is annotated with rationale for budget decisions. This is an internal document for board use only. Budgets without annotation will be available to the public July 16, 2014. Board members are advised to submit questions to B. Harmer before the August 26<sup>th</sup> hearing date.

### **Committee & Friends Reports**

**Friends of the Library** – The Friends had their book sale on July 12<sup>th</sup> but totals are not available yet. They did have 10 used library computers for sale but there wasn't much interest in them this time. They will be available again at the August sale and maybe with it being closer to the start of school people will be more interested. Book donations to the Friends have been great and the inventory is robust. J. Miller wanted to know if the Friends could put signs in the acrylic holders by the elevator. L. Ballard had signs up in several places for this past sale promoting the computers.

**Policy Committee** – No meeting is scheduled at this time. Management is working on several policies to present to the committee.

**Finance Committee** – Minutes from the last two budget meetings are in the board packet.

**Personnel Committee** – No Report

**Fundraising Committee** – Barn Bash II (BB2) is this Saturday. Tickets sales are less than last year's fall event. There is a work bee Thursday evening at 7:00 to wrap books for the attendees. Friday afternoon set up will start at 1:30 PM. Saturday for the final details. Patron Gary Munce will be performing with the Cadillac Cowboys as well as emceeing the event.

**Nominating Committee** – No Report

**Public and Board Comment:**

None

**Other Items:**

None

**Adjourn:**

MOTION made by G. Zenz, SECONDED by J. Miller to adjourn the meeting at 7:05 p.m.

All Ayes: 5-0

Gary F. Zenz

8/26/2014

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Gary Zenz, Board Secretary

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Date