

January 4, 1987

The regular board meeting was called to order by President Brenda Knapp. All members were present.

The secretary's report was read and approved. The treasurer's report followed: Expenditures: \$ 4,694.59

Reveune 73.30

Balance 32,200.08

Savings 5,522.56

53.77% of the budget remains; 56.63% of the book budget is spent.

OLD BUSINESS:

Brenda will call Ray about getting Mr. Frownfelter to install the side driveway light. Barb mentioned that more salt or sand is needed for the driveway due to ice.

Because supplies will soon be obsolete for the old copy machine, Brenda recommended we advertise the machine and the stand in the Woodlands newsletter for free.

Brenda delivered canned goods, an additional \$30 worth of perishable items and paper back books to a family as a result of our Foods for Fines drive. A name was given from Ron Coopshaw. It was recommended that we continue to sponsor the drive during future holiday seasons.

Brenda called Derco and left a message about the book drop. She will also contact Ron Crist to get a written estimate for its installation.

NEW BUSINESS:

The gift money from Rena Bailey was deposited as a C.D. We will be unable to spend it for approximately one year.

Cathy DeRemer and Crystal Milner are running for the library board.

Mrs. Crossland donated \$1000 in memory of her son. Barb has already ordered two display racks for new books from Lynn Southward at \$248 each. Barb will also look up the price of a new paperback rack.

A preliminary budget is due February 22. Items for future purchase were discussed and various board members volunteered to check out estimate for the purpose of the budget report. Items discussed were more wooden shelves, landscaping, moving the charging area, tapes and video tapes. It was decided to allow the DPW to do the lawn mowing, thus allowing us the option to not purchase a new lawn mower. Barb will check into the costs of a new office chair and a typewriter. Pam will get an estimate from Blissfield Lumber on new carpeting.

A motion was made by Mary Lou to purchase a new set of World Book Encyclopedias. Seconded by Pam, the motion carried.

Meeting adjourned.

Respectfully Submitted,

Danielle H. Schenck Secretary

February 1, 1988

The regular board meeting was called to order by Vice President, Dee Rose, in Brenda's absence. All other members were present.

The secretary's report was read and approved. The treasurer's report followed:

Expenditures	\$ 3,532.50
Revenue	\$ 307.10
Balance	\$28,619.50
Savings	\$ 6,522.56
CD of \$15,000 plus Mrs. Bailey's gift,	\$10,284.22

66% of our book budget is spent.

OLD BUSINESS:

The outdoor lights have been installed.

Ron Crist gave an estimate of \$450.00 for driveway alteration and installation of the book drop in the spring.

Barb had several estimates for office chairs, most being around \$150. Mary Lou made a motion that we purchase a chair from Typewriter Sales while they are on sale, from this year's budget. Diane seconded the motion; motion carried.

Barb also had estimates for a new typewriter. She will try out several from Typewriter Sales and the board gave her the ok to purchase the one she likes best also from this year's budget.

Barb had several catalogs showing paperback racks, with the idea that we use the remainder of the Crossland donation to purchase one. Pam made a motion that we purchase two six-tier racks at \$461 from Gaylord, one being paid for with Crossland funds, the other to be taken from the budget. Mary Lou seconded; motion carried.

Blissfield Lumber came to measure for carpeting but did not leave an estimate. Pam will call and then let Mary Lou know the estimate for budget planning.

NEW BUSINESS:

Mary Lou will contact Brenda, Dee and Cathie DeRemer about a budget meeting. The budget is due February 22.

Barb has been working on a plan for changing the charging area. New pieces of furniture might be needed to make the proper arrangement. She will report at a later meeting. These changes will be considered for the following year's budget and/or the Rena Bailey money.

Diane will invite the new board members to the March meeting.

A tentative slate of officers will be set at the next meeting.

Associated Charities picked up the remainder of the books from our book sale. Barb estimates that our sales netted over \$100.

Meeting adjourned.

Respectfully,

Diane Bailey

area using some of the money left us by Mrs. Bailey.
(Estimate of carpeting and labor - \$4400.)

Pam made a motion to purchase some audio tapes using this year's Audio-visual money. Mary Lou seconded. Motion carried.

Lynn Southward delivered two new display racks at \$239 each plus casters, which were not a part of his original estimate. Pam made a motion that Lynn put casters on the existing racks; Dee seconded and the motion carried.

The World Book Encyclopedias have been received. The bill will be turned in with this month's book orders.

Barb will purchase a chair. She will also check on more typewriters. She did not like the ones from Typewriter Sales for typing cards and other needs. She would like to check out some IBMs before making a final purchase.

A slate of officers was discussed: Mary Lou made the following motion for a slate, Dee seconded, motion carried:

Dee Rose - President
Diane Cory - Vice President
Cathy DeRemer-Treasurer
Pam Van Schoyck - Recording Secretary
Holly Hoagland - Corresponding Secretary
Crystal Milner - Member at Large

Barb reported that a total of \$116.55 was made on the book sale.

NEW BUSINESS:

Barb had a job application for voluntary services for a probationary fulfillment. Barb will check on the number of hours to be worked, the workman's compensation coverage and our responsibility for her.

Mary Lou suggested that we keep some kind of floral arrangement on the book cases.

It was brought up that we be thinking about some kind of banner for the Memorial Day Parade to advertise the summer reading club.

Brenda will call Margie Crist about the podium and lights left from the hospice display at Christmas.

Brenda thanked all members for their cooperation this past year.

Meeting adjourned.

Respectfully Submitted,

Pam Van Schoyck, Secy.

January 12, 1987

The regular meeting of the library board was called to order by the president.

The secretary's report was read and approved. The treasurer reported:

expenditures	\$5,164.79
revenue	\$186.00
balance	\$28,844.43
savings	\$4,547.03

OLD BUSINESS

Barb will continue to look into printing the newsletter. She presented a draft of what might be included.

Cathy Case will contact Bob at Blissfield Lumber about patching the carpet.

A motion was made to continue adding to the wooden book shelves in the present size as memorial gifts are received. The motion passed.

Brenda reported that J. Bailey would order a new flag at discount from the American Legion if we would like. A motion was made and passed that we order one later with possible gift money. Mary Lou will contact Dick Fronfelter and bring a catalog to the next meeting in order to choose a library sign.

Dee reported that the auditorium shades were delivered but a mistake had been made in measuring and they will have to be installed later.

NEW BUSINESS

A library patron may use our insurance to cover medical expenses since she fell in the library. Jack Riley will contact her insurance company and ours and take care of the matter.

Barb reported that the cost of using the copy machine has increased. We will consider purchasing a new one in the near future.

Cathy DeRemer made a motion that the library and auditorium be designated as non-smoking areas. Brenda seconded. The motion passed.

Pam adjourned the meeting.

Respectfully Submitted,
Mary Lou Kussel

February 9, 1987

The library board meeting was called to order by the president, Pam VanSchoyck. The secretary's report was read and approved.

The treasurer reported:

expenditures	\$4,872.23
revenue	00.00
balance	\$23,972.20
savings	\$4,547.03

OLD BUSINESS

Kathy Case will continue to check on repair of the carpet.

Dick Fronfelter will order the library street sign. Dee

reported that there is a rush order on the auditorium

vertical blinds. They should be installed soon. Barb will

purchase "No Smoking" signs.

NEW BUSINESS

The proposed budget for the new year will be presented to the

council. The motion was made and passed that we submit an

amount of money into the budget for video cassettes. Len

Weinlander offered to build a cabinet for the library in order

to display the cassettes. Mrs. Drefke requested that her gift

money be used to purchase a slide projector for the library.

Pam adjourned the meeting.

Respectfully submitted,

Mary Lou Knisel

Mary Lou Knisel , Secretary

March 9, 1987

The regular meeting of the library board was called to order by Pam VanSchoyck. The secretary's report was read and approved. The treasurer reported:

expenditures	\$6992.83
revenue	\$ 379.90
balance	\$16979.37
savings	\$4822.31

OLD BUSINESS

A motion was made and passed that we hire Blissfield Heating and Cooling to maintain our furnace. They will service it twice a year, replacing the former maintenance by Bradwell.

Barb showed examples of various size and styles of print for the library newsletter. She will continue to shape it.

NEW BUSINESS

A partial slate of officers was suggested for the coming year. They are President, Brenda Knapp; V. President, Dee Rose; Treasurer, Mary Lou Knisel; Recording Sec'y., Pam VanSchoyck. Brenda volunteered to prepare the budget, subject to approval by the ^{council} board.

Kay Bell has left her position as assistant librarian. Susan Harmes will work extra hours in her absence. It was voted to purchase a plant for Kay. Barb will talk to counselors at the high school about a student to replace Rick Mlcek, who is also leaving his job at the library. Barb will call local churches to ask if they are interested in the used books.

Pam adjourned the meeting.

Respectfully Submitted,



Mary Lou Knisel, Sec'y.

April 13, 1987

The regular meeting of the library board was called to order by the president, Pam VanSchoyck. The secretary's report was read and approved. The treasurer reported:

expenditures	\$3623.63
revenue	\$ 370.60
balance	\$13,355.74
savings	\$4894.03

OLD BUSINESS

Nancy Hoag was hired as an aide. Pam sent a plant to Kay Bell for her years of service with the library. A motion was made to send a plant to Cathy DeRemer and Cathy Case. A book will also be chosen for each. The proposed budget was presented to the council. Barb will ask for various companies to demonstrate their copy machines. Dee made a motion we make a decision about purchasing one machine at the next meeting, following these demonstrations. The motion passed. Brenda made a motion that 'Print Shop' software be purchased from magazine sale funds. The motion passed. Another motion was passed to accept the slate of officers as follows: Corresponding Secretary, Diane Cory; Member at Large, Holly Hoagland; Recording Secretary, Pam VanSchoyck; Treasurer, Mary Lou Knisel; Vice President, Dee Rose; President, Brenda Knapp.

NEW BUSINESS

Barb will make a note in the proposed Newsletter about returning books without being fined, in an attempt to reclaim overdue books. The board voted to purchase a mountain ash tree from Rischs to be planted this spring. Mary Lou will call the nursery. The meeting was adjourned.

Respectfully Submitted,

Mary Lou Knisel

Mary Lou Knisel, Sec'y.

May 11, 1987

Council Representative, Ray Jones, spoke to the library board concerning the approval of our proposed budget before the regular business meeting began. Some cuts were made due to overall across the board cuts on all budgets from the General Fund. Ray will contact Blissfield Heating and Cooling to get a contract for their services to replace Bradwell. He also addressed the benefits for Susan Harmes. She is entitled to pension benefits no matter how many hours she works. Health Insurance is also available.

The regular meeting was called to order by the President, Brenda Knapp. The secretary's report was read and approved. The treasurer's report was:

expenditures	\$7,526.41
revenue	291.20
balance	9,452.96
savings	5,044.03

OLD BUSINESS

Barb is working on the newsletter. She gave a printed report comparing all the different copy machines which have been in use during the past month. She recommended the Sharp SF 7200 from Typewriter Sales. A motion was made and passed to purchase the Sharp on her recommendation. Several patrons have inquired about the old copier. Barb will advertise to take bids of a minimum amount for the machine.

Mary Lou contacted Risch's about a tree replacement but have not had delivery. She will contact Dean Sprunk about

planting a mountain ash. Flowers were sent to Cathy Case and Cathie DeRemer. Barb mentioned that the rhodadendrons need attention; Mary Lou will ask Dean to look at those also.

NEW BUSINESS

Brenda asked if the majority of board members would like to change the meeting time from 7:30 to 7:00. A motion was made to make the change; motion carried.

Mary Lou will decorate the Schultz-Holmes graves. A banner for the Memorial Day Parade to celebrate the summer reading program was discussed. It will be tabled for next year in April.

Meeting adjourned.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Pam Van Schoyck".

Pam Van Schoyck, Secretary

June 8, 1987

The regular meeting of the Library Board was called to order by President, Brenda Knapp. The secretary's report was read and approved. The treasurer's report followed:

Expenditures	\$4,805.76
Revenue	246.20
Balance	4,647.20
Savings	5,044.03

OLD BUSINESS

Barb is working on the newsletter.

A Mountain Ash was planted by Dean Sprunk. He also replaced a dead bush along the drive where four more bushes are in danger; he will continue to watch these. Pam will contact the church to talk about replacement costs if the bushes die, as well as re-seeding the grass along their side of the drive. It was felt that the bushes were left exposed when the drive was being put in last fall. Mary Lou will contact the Village about getting someone to pull weeds from that area; Holly will speak to the Garden Club about planting the barrels in front of the building.

Barb will contact Typewriter Sales about an estimate for our old copy machine to see what we should ask for it in the way of bids.

Barb reported that the Fine Free month was disappointing. Regular patrons took advantage of the idea, but many long-overdue books were not returned despite letters sent out to the borrowers. Brenda will contact Frank Riley concerning the possibility of sending letters via the Village Attorney requesting books to be returned.

There was a clarification requested about when Susan Harms' vacation time should be calculated. It was agreed that the vacation accumulation should be figured from when she became a full-time employee, i.e., over 20 hours.

NEW BUSINESS

Karen Linquist from the County Library has offered to speak at one of our board meetings to inform about what services the County provides for us. Barb will ask her to come in August or October.

Mary Lou suggested that we sell some of the old books which have accumulated as donations in the back room to be sold at the River Raisin Festival in July. Mary Lou and Dee are in charge.

A motion was made and approved that our meeting day be changed back to the first Monday of the month beginning in August.

Barb reported that we have an ant problem in the kitchen. She took some immediate measures but asked if Chuck could spray the foundation. She also mentioned that Chuck feels our lawn mower will need replacing by summer's end. The problem with the Rotary and Hathaway House using the storage closet in the auditorium was also brought up again. Diane will write a letter to Bill Klenk, Pres. of Rotary, to request that they remove their things.

Dee suggested that the Childrens' Librarian from the County be asked to introduce second graders to the library and the summer reading

1988

program in the spring. Barb will speak to her about that possibility.

Meeting Adjourned.

Respectfully Submitted,

Pam Van Schoyck

Pam Van Schoyck, Secretary

July 13, 1987

The regular meeting of the Library Board was called to order by President, Brenda Kapp. The secretary's report was read and approved. The treasurer's report followed:

Expenditures:	\$ 5,596.61
Revenue	109.10
Balance	1,879.66
Savings	5,348.42

OLD BUSINESS

Barb is working on the newsletter.

A thank you note from Kathy Case was read by Brenda.

Barb contacted Typewriter Sales for the amount bidding should start at with the old copy machine. We will accept bids starting at \$100.00. Barb will put an ad in the Advance.

Holly contacted the Garden Club about the flower barrels. They will bring it up at their next meeting. Until then Barb will plant flowers in them.

Marylou reported the booksale at the Raisin River Festival was not successful. The profit was \$30.45. Barb suggested we sell the books to Mrs. Fuller next year. Diane suggested to sell them at the library the same time as the Magazine Sale. Left over books should be given to charity. Barb would like to shorten the sale from two weeks to one week.

Barb contacted Frank Riley, who would be glad to send letters to over due book holders, although he does not approve of sending Butch to collect them.

Karen Linguist from the County Library prefers to talk to us in October. She will speak for 20 minutes to a half hour.

Pam called Brenda concerning the Church. They said they are not libel for the bushes and trees, the Township should take care of them. Dee will contact Doug Winkler.

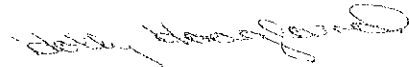
Diane contacted Bill Klenk, President of the Rotary, concerning the storage closet in the auditorium. She is waiting for an answer.

NEW BUSINESS

Barb read a letter from Richard G. Mund of Mobil Corporation. We must file with them in order to receive matching gifts by January 1, 1988. Gifts have been raised from \$25 to \$50. We also must be listed in the "Official Museum Directory" which is published by the American Association of Museums. Barb will send them a letter about qualifying.

Meeting adjourned.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Holly Hoagland".

Holly Hoagland, MEMBER-AT-LARGE
Acting Secretary

August 1, 1987

The regular meeting of the Library Board was called to order by President, Brenda Knapp. All members were present.

The secretary's report was read and approved. The treasurer's report followed:

Expenditures	\$3,212.64
Revenue	\$ 593.90
Balance	\$5,348.42
Savings	\$4,801.65

We were over budget at the end of the fiscal year by \$1,879.66.

OLD BUSINESS:

Barb had copies of the newsletter ready. She will distribute 30 at different locations and has plans to update the information every other month.

No ad was placed yet for the copy machine.

Dee reported that she talked with Doug Winkler about sharing the cost of replacing the bushes between the church and library driveways. He said the church will bear half of the cost when we replace them in the fall.

NEW BUSINESS:

Japanese beetles are on the birch trees. Dee volunteered Ron to spray them.

Mary Lou will call Dean Sprunk about the euonymus which has a scaly appearance and replacing the shrubs in the fall.

Brenda pointed out that our next meeting date will fall on Labor Day. It was discussed and the date will be changed to Tuesday, Sept. 8 at 7 p.m.

Gretta Reinhardt has a large floor plant she would like to donate to the library. Brenda will call her to accept it.

Meeting adjourned.

Respectfully Submitted,

Paul Van Schayck,
Secretary

October 5, 1987

Prior to the business meeting, Karen Lindquist from the County Library spoke to the board about county services, the Woodlands Cooperative and how the County Library Board operates. She was very interesting and informative.

The regular business meeting was called to order by President, Brenda Knapp. All members were present.

The secretary's report was read and approved. The treasurer's report followed:

Expenditures	\$6,115.46
Revenue	97.50
Balance	45,676.40
Savings	5,197.81

We have spend 23.72% of our budget to date. Our book budget spent is \$2,046 with a remaining balance of \$4,253.00.

OLD BUSINESS:

The lawnmower needs to overhauled or replaced. Chuck has volunteered to look into it and report back to Barb and Brenda.

There were no bids for the copy machine. Barb will run the ad again in the Telegram and the Woodlands Cooperative Newsletter.

Brenda will call Deerco to tell them that we will want the book drop by spring.

Mary Lou talked to Dean Sprunk and he recommended that we wait until spring to replace the bushes. The euonymous will need to be sprayed then also.

NEW BUSINESS:

The light in the front bushes will be replaced. Dick Frownfelter has also ordered a new light for the side driveway.

New restroom signs will be purchased for the doors in the auditorium.
Meeting adjourned.

Respectfully Submitted,

Brenda Knapp (Secretary)

September 8, 1987

The regular meeting was unable to be held due to a lack of a quorum. General discussion took place, with the next meeting set for October 5.

Respectfully Submitted,

Pat Van Schoyck
Secretary

November 2, 1987

The regular board meeting was called to order by Vice-President Dee Rose in Brenda's absence.

The secretary's report was read and approved. The treasurer's report followed:

Expenditures	\$5,172.18
Revenue	294.25
Balance	\$40,504.22
Savings	\$5,197.81

We have spent 32.43% of the budget; 47.8% of the book budget is spent.

OLD BUSINESS:

Chuck has gotten no estimates for a new mower. Ken Mead will evaluate our old mower and give estimate of worth to fix first.

Barb will advertise the copy machine in the Telegram and the Woodlands Cooperative Newsletter, as well as our own newsletter.

Brenda will contact Derco to tell them that we will want the book drop by spring for installation.

New lights have not yet been installed. Brenda will check on those as well as the rest room signs Mr. Frownfelter is ordering.

NEW BUSINESS:

There was a general discussion on the eventuality of purchasing video tapes. Barb said the County may eventually lend theirs to our branch in the same manner as the books. However, she felt we should initially invest in 25-30 titles of our own when we decide to get into them.

There is legislation in the State about regulations for library lending. It was felt that we should watch the outcome before we invest funds. It was also brought up that purchasing tapes will necessitate buying a TV and a VCR.

Diane asked about audio-tapes for adults. It was felt that this might be a good idea for gifts.

Barb mentioned that the Advance is considering putting their paper on microfilm through Central Michigan University.

Meeting adjourned.

Respectfully Submitted,

Pam Van Schoyck, Secretary

December 7, 1987

An unofficial meeting due to the illness of Dee Rose and Diane Cory was called to order by Pres., Brenda Knapp.

The secretary's report was read and approved. The treasurer's report followed:

Expenditures:	\$3,609.55
Revenue:	156.70
Balance:	36,894.67
Savings:	5,451.24

We have spent 38.46% of our budget; there is 50.34% remaining in the book budget.

OLD BUSINESS:

The outside light has not yet been installed. Brenda will contact Dick Frownfelter again.

There has been no response on the copy machine.

Brenda will contact Derco to tell them that we will want the book drop by spring for installation.

NEW BUSINESS:

Rena Bailey willed \$10,000 to the library. There are no stipulations on how it is to be spent. Brenda will deposit the C.D. with the interest to be rolled over. Board members present felt that a portion of the money be spent on items not provided for in this year's budget. Some of the suggestions were more wooden book shelves, audio and visual tapes, carpeting. Barb and board members will give thought of the priority of these items, and will discuss them at next month's meeting.

Hospice asked to decorate and use the tree out front; no expense will be incurred.

A discussion on the food in place of fines followed. Kiwanis was originally contacted to distribute, but they no longer do this because many groups were duplicating families. Brenda will contact Doug Winkler for a family's name from the Knights of Columbus list. Barb and Mary Lou volunteered to shop for the food.

Mary Lou and Brenda are not running for their offices. Petitions are due by December 15.

Meeting adjourned.

Respectfully Submitted,

Pam Van Schoyck, Secretary