

DAVISON AREA LIBRARY BOARD MINUTES OF MEETING

January 6, 2016

PRESENT:

Rusty Gould (Richfield Twp)	Present	Mildred Burgess (Rotating Member Richfield Township)	Present	Susan Vamos (Davison Schools)	Present
Rita Gould: Treasurer (Richfield Twp)	Present	Diane Beecher (Davison Twp)	Absent	Alice Wallberg (City of Davison)	Present
Travis Howell Secretary (Davison Twp)	Present	Marge Reinhardt: President (City of Davison)	Present	Sue Misra: Librarian	Present
		Eileen Button GDL Representative	Present		

Marge Reinhardt called the meeting to order at 4:00 pm.

GUESTS: None

TREASURER’S REPORT: Treasurer Rita Gould submitted:

Board Fund					
November Balance		7,248.45			
Interest		.13			
November Book Sale		715.89			
Bills					
Balance					\$7,964.47
Friends Fund					
November Balance		504.35			
November Book Sale		715.89			
Bills					
A Frame Awards (Sue McCann’s memory)			20.00		
Marg Reinhardt (floor mats)			79.50		
Alice Walberg			36.30		
Balance					\$1,008.44
Checkbook Balance					\$9,048.91

Motion to approve by Rusty Gould
& 2nd by Travis Howell

LIBRARIAN'S REPORT: Head Librarian Sue Misra:

Community Relations:

Our Board met on November 4th 2015. Dave Conklin was in attendance for the meeting. The Sue McCann signage was placed on the desk by Rusty Gould. The desk and chair fits the space and looks very nice. Michael Hart the Davison City manager was also in attendance at the meeting.

Library Operations:

Weeding and shifting has been ongoing. The entire collection has been weeded and shifted a few times over. The shelves look neat at this time. I weeded 22 volumes of "World Book Encyclopedia" 2014 and it was given for the book sale. I weeded 76 paperbacks and they were also given to the Board for the book sale.

Lots of new materials have been arriving from the Technical Services Department. I have been processing them and putting them in the new display areas. We just received the winter /spring 2016 Program Guide. We have wonderful programs scheduled to be held at Davison.

Our door counter for November was 9,914 and in December it was 9,715. We had 2020 in the self-checkout usage for November we had 2774 and in December we had 2979 self-checkouts. We had 1795 hours of PC logins in November, 1,695 PC logins in December, and 567 Wi-Fi logins in November and 536 Wi-Fi logins in December.

The circulation statistics for November was 15,843, and for December it was 14,799. This included all the items we house at the library. The new patron added in November was 93, in December we added 51 new patrons.

My newest volunteer started on December 7th. Thanks to all of my dedicated volunteers who take time volunteering at the Davison Library.

Nicole had the entry "I just like smiling smiling is my favorite" and we had 48 participants. We also had the staff pick book display, Christmas book and DVD display as well as the have a Blind date with a book. All of these went off very well.

On December 10th we had the Librarian's meeting and we went over procedures and policies. It was a great meeting.

Physical Facilities:

A tree branch fell by the staff entrance on November 6th in the back of the building. The city was notified and a tree service came and removed the branch from the entrance. Thanks to the city for the promptness in taking care of the problem.

The furnace stopped working on November 23rd. The city was notified and they promptly attended to the problem. Brian changed the batteries in the thermostat and the HVAC contractor was notified to fix the problem immediately. It was great to have the heat back on November 24th.

Marge came in on three separate times to get bids for carpeting the Library. We are truly grateful to Marge and the most supportive Library Board and friend's group for their continued support towards the Davison Library.

On December 4th Marge came and decorated the front of the library and inside the library with Christmas decorations and lighting. It looks very nice and patrons have been complimenting on the display.

The Library Board members and the friends have been bringing in goodies for Christmas since December 16th. The staff was very appreciative of the thoughtfulness of our board members.

We got signage from Headquarters about viewing appropriate materials on the internet. They were placed at all the computer terminals.

We received car bumper stickers, newly designed borrower's guide and program flyers and posters from the Community Relations department. The Borrower's guide and bumper car stickers have been well received by the patrons.

For our patron's convenience GDL management decided to leave the outside drop boxes open for the Christmas and New Year's break. Patrons were happy to be able to return their items over the break.

Our wish list for the future would be to add a study room for patrons to have a quiet study area, new carpeting and painting.

Events:

The Book sale on November 6, 7 and 8th went off very well. The set up for the book sale was done on November 5th. Thanks to all the board members and volunteers who helped at the book sale.

Off-Balance Book talk by Judge Conover went off very well. He was well received by the community and we had 34 guests who attended the talk and book-signing.

Mark Twain program with spoken word, song and projected image went well. We had 34 adults who attended the program. Due to bad weather we did not have a great attendance.

We have lots of cool programming for winter. Among them are "Baby Steps", Wild Game Goulash and Improv for Teens.

Diane Millington from the city had an elf sighting at the library. "Santa on Main Street" was held on December 5th through the DDA. We had a huge crowd come into the library to locate the elf. It was a fun day and it was great to see the high traffic that the event brought into the library.

Our story time with Miss Susan ended on December 14th. She was great with the kids and we had patrons come from as far as Flushing to attend the story time. The kids always enjoy the snacks provided by the Davison Library board. Our next story time is scheduled for March 2016.

The board has sponsored the St. Patrick's Day Party on March 12th and the Egg-stravanza! Event on March 19th.

Groups:

We have the adults from the Group home come in regularly every Monday. Due to transportation and scheduling conflict issues we did not have adults attend the Folklore for adults with special needs with Miss Susan on December 14th.

GDL REPORT: Presented by Eileen

- Davison continues to have one of the top attendance records for events
- County Jail would be interested in donation of any paperback books left over from book sales (non-fiction)
- August 2, 2016 will be a mileage for library funding

Davison School District: Presented by Susan

- Will continue to help get student volunteers for book sales

OLD BUSINESS:

- Marg presented 3 quotes for future replacement of carpet in the Library
 - Lifestyle Flooring Design
 - Davison Family Floors
 - Library Design Associates, Inc.
- Thankful to high school volunteers during book sales. Looking at getting gift cards to say thank you. Susan will check to make sure this is ok through the schools.
- Rusty will be checking on getting a money box for the rolling book sale cart and attach it to the cart

NEW BUSINESS:

- Election of Officers
 - President - Marge Reinhardt
 - Vice President – Alice Walberg
 - Treasurer – Rita Gould
 - Secretary – Travis Howell

- Check about painting the wall behind the circulation desk

FRIENDS OF THE LIBRARY:

- Book sale
 - Next Book Sales: March 4,5 & 6; July 15 & 16; November 4,5 & 6, 2016 and March 3,4 &6, 2017

NEXT MEETING:

- Wednesday, March 2, 2016 at 4:00pm

ADJOURNMENT:

Meeting adjourned at 5:15 pm

Motion made by Marg Reinhardt & 2nd by Susan Vamos

SUBMITTED BY:

Travis Howell: Secretary