

# DAVISON AREA LIBRARY BOARD MINUTES OF MEETING

March 2, 2016

**PRESENT:**

Rusty Gould (Richfield Twp)	Present	Mildred Burgess (Rotating Member Richfield Township)	Absent	Susan Vamos (Davison Schools)	Absent
Rita Gould: Treasurer (Richfield Twp)	Present	Diane Beecher (Davison Twp)	Present	Alice Wallberg (City of Davison)	Present
Travis Howell Secretary (Davison Twp)	Absent	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:** NA

<b>Board Fund</b>					
<b>Bills</b>					
<b>Balance</b>					
<b>Friends Fund</b>					
<b>Bills</b>					
<b>Balance</b>					
<b>Checkbook Balance</b>					

Motion to approve by & 2<sup>nd</sup> by

**LIBRARIAN'S REPORT:** Head Librarian Sue Misra:

**Library Operations:**

Our door counter for January was 9,397 and in February it was 9,592. We had 1058 in the self-checkout usage for January we had 2078 in February. We had 1664 hours of PC logins in January, 1,777 PC logins in February, and 509 Wi-Fi logins in January and 541 Wi-Fi logins in February.

The circulation statistics for January was 15,246, and for February it was 15,645. This included all the items we house at the library. The new patron added in January was 86, in February we added 51 new patrons.

My newest volunteers started on January 20<sup>th</sup> and January 21<sup>st</sup> respectively. Thanks to all of my dedicated volunteers who take time volunteering at the Davison Library. This month the volunteers logged 23 hours.

Nicole had the entry "Set your goals high and don't stop till you get there" and we had 26 participants. We also had the staff pick book display. All of these went off very well.

I have been ordering new books on I-Page and other catalogs. We also have been receiving new materials from our Technical services department regularly.

Weeding has been ongoing and the weeded items are being given to the board towards the book sale. 518 items were weeded in January and 284 items were weeded in February. The popular items were given to the board for the book sale. The outdated reference items that I weeded were discarded.

The shelves look neat and organized at this time.

We have been getting huge incoming and outgoing deliveries. Recently we switched to small delivery boxes which have been working well.

Our patron printer was malfunctioning the IT department had an outside vendor fix the issue on February 26<sup>th</sup>.

**Physical Facilities:**

We are truly grateful to Marge and the most supportive Library Board and friend's group for their continued support towards the Davison Library.

Rita & Rusty Gould came in to sort the donated materials and cleaned up the area. Rusty bolted a cash box to the Sue McCann's rolling book cart. The cart was placed in the foyer by Rita. We have had patron's buy books off the cart. There has been a great interest in patrons browsing the rolling book sale cart and buying books off the cart.

Sandy Abernathy, Alice and Jim Wallberg have come in to sort the donated materials several times.

Marge has come in on several occasions to empty the cash box.

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.

I requested a new shovel on January 7<sup>th</sup> and it was replaced the same day. Thanks to the city for their prompt response.

Our Community Relations department had our READ posters up on the wall on January 27<sup>th</sup>. It looks very nice. Thanks to the Community Relations Department for the excellent idea.

The Library was closed due to inclement weather on February 24<sup>th</sup> and February 25<sup>th</sup>. Our drop box was overfull with returned materials on February 26<sup>th</sup>.

The DPW staff cleaned the library premises and in the process took a chunk of the outdoor rug accidentally.

Thanks to the DPW officials for keeping the pathways clean.

The Library was closed early at 2pm on March 1<sup>st</sup> and closed on March 2<sup>nd</sup> due to snow emergency.

#### **Events:**

The Book sale is scheduled for March 4, 5 and 6<sup>th</sup>. Thanks to all the board members and volunteers who helped at the book sale.

We have lots of cool programming for winter. Among them are “Baby Steps” and Improv for Teens, “The nature of chocolate” on February 6<sup>th</sup>, “Pizza and paperbacks” for Teens on March 3<sup>rd</sup>.

The Baby Steps program with Miss Katie was a great hit. We had parents and grandparents bring the little ones for this interactive play time with Miss Katie. The attendance was great for this program. We would like to have Miss Katie back as it went so well here at Davison. In the last class on January 29<sup>th</sup> the parents got a Baby Steps T-shirt.

We had the “Nature of Chocolate” program on February 6<sup>th</sup>. It was a wonderful program where we had 35 adults and 10 children attend the program.

Our next story time with Miss Susan and Folklore with adults with special needs is scheduled from March 7<sup>th</sup> till April 25<sup>th</sup>.

The board has sponsored the St. Patrick’s Day Party on March 12<sup>th</sup> and the Egg-stravanza! Event on March 19<sup>th</sup>.

#### **Groups:**

We have the adults from the Group home come in regularly every Monday.

I have a special request from the Library Board. I would need additional shelving racks for the paperback section and the teen section.

**GDL REPORT:** Presented by Eileen

- NA

**Davison School District:** Presented by Susan

- NA

**OLD BUSINESS:**

- NA

**NEW BUSINESS:**

- Quad meeting on March 21<sup>st</sup> at 7:00 pm
- Cookie Decorating
- Easter Egg Hunt
- Discussed Carpeting in the Library
  - Possibly attending each of the township or city council meetings to share interest in future project

**FRIENDS OF THE LIBRARY:**

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

**NEXT MEETING:**

- Wednesday, May 4, 2016 at 4:00pm

**ADJOURNMENT:**

Meeting adjourned at 5:00 pm

Motion made by Marg Reinhardt & 2<sup>nd</sup> by Alice Wallberg

**SUBMITTED BY:**

Travis Howell: Secretary