

# DAVISON AREA LIBRARY BOARD MINUTES OF MEETING

May 4, 2016

**PRESENT:**

Rusty Gould (Richfield Twp)	Present	Mildred Burgess (Rotating Member Richfield Township)	Present	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)	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:** Michael Hart

**TREASURER’S REPORT:**

<b>Board Fund</b>					
March Balance		7,964.62			
Interest		.13			
March Book Sale & Cart Sale		330.43			
<b>Bills</b>					
<b>Balance</b>					\$8,295.19
<b>Friends Fund</b>					
March Balance		715.28			
March Book & Cart Sale		330.44			
<b>Bills</b>					
Menards (folding table)			82.43		
Wal-mart (Marg’s grandbaby)			100.00		
<b>Balance</b>					\$863.29
<b>Checkbook Balance</b>					\$9,158.48

Motion to approve by Alice  
Walberg & 2<sup>nd</sup> by Rusty Gould

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

**Community Relations:**

Our Board met on March 2nd 2016.

**Library Operations:**

Our door counter for March was 10,635 and in April it was 10,502. We had 1914 in the self-checkout usage for March we had 2084 in April. We had 1948 hours of PC logins in March, 1923 PC logins in April, and 509 Wi-Fi logins in March and 648 Wi-Fi logins in April.

The circulation statistics for March was 16,234, and for April it was 17,079. This included all the items we house at the library. The new patron added in March was 94, in April we added 71 new patrons.

Thanks to all of my dedicated volunteers who take time volunteering at the Davison Library.

We had the staff pick book display. 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. The popular items were given to the board for the book sale. The shelves look neat and organized at this time.

We are in the process of doing the inventory of the entire collection. We just finished the DVD inventory.

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

We had some network issues. The IT department was contacted and they resolved the issues promptly. We got our Raspberry display unit on April 27<sup>th</sup>. Chris our IT Manager installed it. We were one of the first branches that had the display unit up and running. Thanks to the IT department for making things happen at the Davison Library.

**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.

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

Rita and Rusty Gould replaced a larger money box on the Sue McCann's rolling book cart.

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.

We had a water leak on March 24<sup>th</sup> in the Christian Fiction section. The books were damaged and I had to discard 8 items. The City was contacted they came promptly but could not find the leak. They will be tarring the roof when the weather improved. We had the Kelly Services job fair on March 28<sup>th</sup>. Few patrons attended the job fair. This is the 2<sup>nd</sup> year that Kelly services have hosted the job fair at the Davison library.

I requested ant traps for ants in the break room. The city addressed my request promptly. We have had 2 volunteers from the Davison High school National Honor society come on April 25<sup>th</sup> to help sort the donated materials. Diane, Rita and other board members have been coming to sort the donated materials.

### **Events:**

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

We had lots of cool programming for winter and spring. We had the “Pizza and Paperback program hosted by Katie B. on March 3<sup>rd</sup>. It was a teen program and we had 7 teens participate in the program. We had the “Madcat Concert” on April 9<sup>th</sup>. It was a very entertaining program. Eileen was present for the program and helped with the set up. My pages and I helped with the set up and breakdown. We had 58 adults and 12 children attend the concert.

Our story time with Miss Susan and Folklore with adults with special needs was held from March 7<sup>th</sup> till April 25<sup>th</sup>. We had great attendance for both the programs. Miss Susan is a treasure and does a marvelous job with the kids and adults with special needs adults.

The board sponsored events of the St. Patrick’s Day Party on March 12<sup>th</sup> and the Egg-stravanza! Event on March 19<sup>th</sup> went very well. We had good attendance for both the events. The kids had fun decorating the cookies for St. Patrick’s Day. Marge had baked the sugar cookies and the board members helped with this event.

The Easter egg hunt was also a well-attended program with about 150 attendees including adults and kids. Kids had fun hunting for eggs inside the library. A lucky kid won the golden egg. Thanks to Marge, Sue Vamos and the other volunteers and board members who helped with this event.

Alice and Marge bought cookies and juice boxes for the kids for story time. We had the volunteer appreciation breakfast hosted by Genesee District library at our McFarlen branch on April 20<sup>th</sup>. The GDL management did a great job recognizing the volunteers at this event.

The Arby's of Davison on April 28<sup>th</sup>, gave approximately 278 bookmarks towards a free curly fry to promote reading. Their theme was "Curl up with a good book". These book marks will be given to kids when they sign up for the summer reading program at the Davison Library.

### **Groups:**

We have adults from the group home come for the library visit every Monday from 10 am to 11 am.

### **GDL REPORT:** Presented by Eileen

- Davison has had a great turnout for each of the programs it has hosted
- June 11 is the start of the Summer Reading Program

### **Davison School District:** Presented by Susan

- NA

### **OLD BUSINESS:**

- Discussed Carpeting in the Library
- Possibly attending each of the township or city council meetings to share interest in future project

### **NEW BUSINESS:**

- Michael Hart discussed in more detail that carpet bidding process
  - Believes that good information was shared at the last Quad Gov. meeting
  - Encourage board to continue to gather as much information as possible to do a presentation at each of the local government board meetings (City May 23 at 7:30 pm, Davison Twp June 6 at 7:00 pm and Richfield Twp June 7 at 7:30 pm)
- Marg reported that she resent the carpet bidding information by certified mail and only received 1 bid back from Library Designs for \$52,954
- Sue requested 1 new shelf for the books at the library (\$229) was approved by the board
- Book cart sales are doing well
- Marg talked with Davison Superintendent Lieske about having High School and Middle School students paint murals on wall behind circulation desk (board will pay for supplies)
- Board will donate \$500 to help purchase books for the summer reading programs to be given to kids that complete it
- Alice will be buying flower to plant in front of library

### **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, June 29, 2016 at 4:00pm

**ADJOURNMENT:**

Meeting adjourned at 5:00 pm

Motion made by Marg Reinhardt & 2<sup>nd</sup> by Rita Gould

**SUBMITTED BY:**

Travis Howell: Secretary