

PARCHMENT COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
DATE July 28, 2009

1. The meeting was called to order by President Banner at 6:59 PM.
2. Roll Call. Present: Paul Banner, Linda Driscoll, Ron Flaspohler, Stephanie Grathwol, Richard Holcomb, Susan Sonnevil. Absent (excused): Rob Heasley.
3. Acknowledgement of guests: No guests.
4. Reading and approval of the June 23rd minutes: Motion to approve by Ron Flaspohler, support by Richard Holcomb. Motion carried.
5. Monthly Financial Report: Director Teresa Stannard presented the report. The following transfer was approved on a motion by Stephanie Grathwol, support by Linda Driscoll. Motion carried.

From	8150	To	8170	Amount	\$200.00
From	9390	To	9370	Amount	\$355.00

Stanley Stevens Fund: Paul Banner reported that the fund balance was \$50,585.00 on March 31st and \$59,391.00 on June 30th, 2009.

The financial report was accepted and bills presented for payment were approved on a motion by R. Holcomb, support by R. Flaspohler. Motion carried.

6. Public Comment: None.
7. Monthly Director's Report: Teresa presented the report. As the HVAC Project is not yet satisfactorily completed, the remaining 10% payment (\$16,615.40) continues on hold and may be considered for approval at the August board meeting. Teresa also provided highlights of the July 23rd SMLC Council Meeting regarding dissolution of the State of Michigan's Department of History, Arts and Libraries and the future of our collective provision of services to library patrons.
8. Monthly Statistical Report: The stats remain strong and indicative of our strained economic conditions.
9. Communications: Teresa gave each trustee a copy of the group photo that was taken before we participated in the July 11th Kindleberger Festival Parade.
10. Committee Reports: None.

Unfinished Business

11. Policy Review – Patron Conduct Policy, 2nd Reading. Discussion. Motion by L. Driscoll, support by R. Holcomb to accept for 2nd Reading. Motion carried.

12. 2009 – 2010 Budget, 2nd Reading: Teresa presented the revised budget, emphasizing that as much as possible was kept for materials while reducing other areas in order to have 10% for savings. Discussion. Motion by S. Grathwol, support by L. Driscoll to accept for 2nd Reading. Motion carried. Teresa will arrange for notice of a Public Hearing on the Budget.

New Business

13. Annual Organizational Meeting. Motion by L. Driscoll, support by R. Holcomb to open the annual organizational meeting. Motion carried.

A. Election of Officers by R. Holcomb, support by R. Flaspohler, to dispense with the by-laws and to elect the current officers to serve for one more year by acclamation. Motion carried. (President – P. Banner, Vice President / Secretary – R. Heasley, Treasurer – S. Grathwol.)

B. Appointment of Committees: President Banner appointed the following:

a. Materials Review: S. Grathwol (chair), R. Flaspohler, S. Sonnevil.

b. Personnel: L. Driscoll (chair), R. Heasley, R. Holcomb.

c. SMLC Representatives: P. Banner and R. Heasley.

C. Selection of Financial Institutions: Motion by S. Grathwol, support by R. Flaspohler to retain the current financial institutions for handling library funds. Motion carried. The financial institutions are: First Community Federal Credit Union, Wachovia Securities, National City Bank, and the Kalamazoo Community Foundation. Discussion and agreement that we will detail the values in each on the balance sheet after we have a revised Chart of Accounts and/or a new auditing firm.

Motion by L. Driscoll, support by R. Holcomb to close the annual organizational meeting. Motion carried.

The meeting was adjourned at 8:14 PM.

Respectfully submitted,

Stephanie G. Grathwol, Recording Secretary