

SAUGATUCK-DOUGLAS DISTRICT LIBRARY MEETING MINUTES  
Wednesday 15 OCTOBER 2008

- I Call to Order at 5:14 PM
- II The minutes from September 17, 2008 were approved by Donna Nowak and Cathy Biockington
- III The bills for Extra Edge (\$7,131.59 and \$22,548.27) were approved by Cathy Biockington and Steve Oakley
- IV Gifts: Saugatuck-Douglas Art Club, \$250 for films on DVD
- V Financial Reports
  - A Financial Report (benefits)
    - \*I'm not sure how to present this:
      - The Finance Committee (Steve Oakley, Al Lyson, and Cathy Biockington) will meet on November 6<sup>th</sup>, at 9:00 AM at the Annex to work with the budget adjustment.
      - The one full-time employee... the health benefits he is no longer getting from GVSU? There was concern about how his income would change. 30 hours is considered full-time. Look at what he would have gotten in regular raises and what he is getting now.
  - B Assets Report
- VII Librarian's Report – September and October
  - Events – ebay tutorial
  - Vacuumed the concrete pit (full of water) – haven't paid for the doors yet, just approved that the library would be getting them. Want a hard copy of agreement and when the doors will be ordered.
- VIII Communications
  - No report
- IX Old Business
  - A Committee Reports
    - 1 Development Committee – Thank you letter
    - 2 Other
  - B Suggested Language for Wills
    - Al Lyson made a motion to approve and Steve Oakley seconded the motion.
  - C Diversity Resolution
    - We are not going to discriminate against suppliers. Cathy Biockington made a motion to approve and Steve Oakley seconded the motion.
- X New Business:
  - A Refreshment Policy
    - This will allow the library to provide food at library programs. Programs that use the library as a meeting place can bring their own refreshments. Steve Oakley made a motion to approve and Cathy Biockington seconded the motion.
  - B New web page – donation account

Koko is willing to help with the design of the web page. A Pay Pal account will be set up for donations. 29% plus 30 cents goes to Pay Pal, so if a \$10.00 donation was made, \$9.41 would go to the library, and 59 cents would go to Pay Pal. The checking account for the library is free.

C Nominating Committee

Donna Nowak and Cathy Biockington will meet in November.

D Finance Committee – meeting frequency

Meet quarterly?

XI Guests: FOL President, Mary Mason

XII Other:

The meeting was adjourned at 6:15 PM