



## **PUBLIC COMMENTS**

None

## **CORRESPONDENCE**

None

## **FINANCIAL REPORT**

The Committee reviewed the current Financial Report.

## **DIRECTOR'S REPORT**

Eric Suess, Library Director gave his report.

- February's circulation returned strongly and stands again at about 1000 or our items being circulated each day. Despite it being a shorter month with a holiday thrown in, we still lent 26,000 items in February, an increase of almost 25 percent over February 2007. March appears to be following the same trend and has been extremely busy.
- I attended a Statewide Library Directors Summit on Friday, March 7, 2008 in Traverse City. State Librarian, Nancy Robertson discussed her proposed model for Library State Aid. Also, State of Michigan Chief Deputy Treasurer, Mark Haas discussed how to become effectively involved in the State budget process.
- We have had training for CPR and the AED. Eric displayed the new AED unit and explained the operation and usage to the members of the Committee.
- I have applied for a grant from the National Endowment for the Humanities (NEH) for a project called "About Picturing America", which consists of forty famous pieces of art on poster-size boards which tell the country's history. We should hear back this May and the pictures will be on display in some fashion from September to the following May. We anticipate several programs both for children and adults based on the images. At the end of the program, the library may keep the pictures.
- The building project continues to move forward. We met again briefly with the architect, builder and designer on March 13, 2008.
- We have purchased 100 1-Gig flash drives from TLN at a very good price at \$7.50 each and they are currently on sale here at the library at \$10.00 each.
- The display cabinet that we ordered is coming Thursday, March 27, 2008.

## **OLD BUSINESS**

### **a. Friends of the Library**

Barbara Garbutt reports that the Friends are fairly well settled. At the last meeting they were planning on publicity. \$3,000.00 was made on the book sale. Their Annual Meeting is held the first Wednesday's of each month. The election of officers will take place at the next scheduled meeting.

### **b. Reconfiguration**

Eric Suess reports they are moving along at the pace they expected and hope to be done with the project before the school year starts. At the meeting we had last week with builder, designer and architect; they all agree they are on target for completion by September 2008.

Jason Pernick questions if there will be some time where they will offer a drawing or the plans so we can post the proposed renovations available for our patrons to see?

### **c. Role of Board/Joint Meeting**

Barbara Garbutt reports that she had spoke to Tom Zoner, Township Supervisor regarding the written outline of the Role of the Board presented at the last meeting. He expressed that he did not wish to insult any of us in any way. He also mentioned that funding for out-of-town workshops is not out of the question. In fact, it has been done in the past and if the funds are available, it is perfectly alright. Regarding the Joint Meeting, Tom didn't want us to feel insulted but mentioned that they rarely met with any committee. He said anytime anyone wishes to speak with him, he will be glad to talk. He is dealing with a lot of cost cuts and huge issues at the moment and he thinks that this is not the best time for additional meetings.

### **d. Smart Access Manager (SAM)**

Eric Suess provides a written summary regarding the Smart Access Manager. It is not easy to watch over the computer usage. It may not be absolutely essential to purchase this right now but the time will come where we will definitely need a management system.

The Committee read the summary and discussed the purchase of the SAM s

Betsy LaFond questions, Were you able to contact any other Libraries regarding other computer usage management? My first reaction is that is a lot of money. I can't see spending this right now. What do the other libraries use?

Jason Pernick comments that this seems to be a lot of money. I think we should wait until we have everyone present to discuss this any further

**Smart Access Manager (SAM) (Continued)**

**MOTION** by Pernick, support by Sternberg, to table the discussion until next meeting.

**MOTION CARRIED UNANIMOUSLY**

**e. Name Plates/Mission Statement**

Eric Suess mentioned that he had talked with Sandy about where she gets her plaques. They order from a company in Tuscaloosa, Alabama, called Award Company of America. They offer a very generic plaque with a removable glass that your own printable statement can be placed, changed or removed. It is practical, but I would like to see something more artistic or unique for our name plates, and/or mission statement.

The Committee members all agree they would like something in keeping with the new library design.

**NEW BUSINESS**

Barbara Garbutt comments that tornado season is coming and it may be a good idea to have a review of places for storm cover and safe exits in case of a fire.

**TOWNSHIP BOARD REMARKS**

No report given

**OTHER MATTERS**

None

**ADJOURNMENT**

**MOTION** by Pernick, supported by Kelley, to adjourn the meeting at 8:00 p.m.

**MOTION CARRIED UNANIMOUSLY**

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Carol Keeler, Secretary

The next regular meeting of the Commerce Township Library Advisory Board will be Wednesday, April 23, 2008 at 7:00 p.m. at the Commerce Township Community Library.

