

Approved Minutes of the
Chesterfield Township Library
Regular Board Meeting
November 14, 2007

Library Board President Harris called the meeting to order in the Chesterfield Township Library, located at 50560 Patricia Avenue, Chesterfield Township, Michigan at 6:35 p.m.

PRESENT: Karen Campbell, Loraine DeMuynck, Kermit Harris, Dr. Earl Hartman, Michael Miller and Alan Naldrett

ALSO PRESENT: Dr. Raymond McCracken, Marion Lusardi, Library Director and Marta Kwitkowsky Children's Librarian

ABSENT: None

Approval of Agenda:

Motion by Mrs. DeMuynck to approve the Agenda. Support by Alan Naldrett.

AYES: All

NAYS: None

MOTION CARRIED

**AGENDA/
APPROVED**

Public Comments:

None.

**PUBLIC
COMMENTS/
NONE**

Approval of Consent Agenda:

The Consent Agenda contained Minutes of the October 17, 2007 Regular Meeting , Bills for Payment including Expense Report 10 and Payroll Reports 21, 22 and 23, the Director's Report including the Children's Librarian Report.

Motion by Loraine DeMuynck to approve the Consent Agenda. Support by Karen Campbell. Dr. Hartman requested Expense Report 10 be pulled for discussion. Mrs. DeMuynck amended her motion to approve the Consent Agenda with discussion of Expense Report 10. Support by Karen Campbell.

AYES: All

NAYS: None

MOTION CARRIED

**CONSENT
AGENDA/
APPROVED
WITH
EXPENSE
REPORT 10
PULLED FOR
DISCUSSION**

Dr. Hartman questioned the letter from Township Clerk Smolarek regarding payment for the election expenses. Mrs. Lusardi explained the delay was a result of the attorney reviewing all charges. Dr. Hartman requested that future communications regarding payment should be documented along with phone calls. Director Lusardi stated this would be noted.

Request for Closed Session:

None

**CLOSED
SESSION/
NONE**

Old Business:

None

**OLD BUSINESS:
NONE**

New Business:

NEW BUSINESS/

Updated Unattended Children’s Policy

Following discussion, Trustee DeMuynck made the motion to adopt the Unattended Children revised policy. Support by Alan Naldrett

AYES: All

NAYS: None

MOTION CARRIED

Children’s Librarian Marta Kwitkowsky stated the policy will be distributed in the Library in addition to being placed in the Policy Binder.

**REVISED
UNATTENDED
CHILDREN
POLICY
ADOPTED**

Director’s Personnel File

Discussion ensued regarding Library attorney, David Nykanen’s suggestion the Board adopt an addendum to the existing Personnel Policy; Personnel Records. Motion by Karen Campbell, support by Dr. Hartman to adopt the addendum.

AYES: All

NAYS: None

MOTION CARRIED

**PERSONNEL
POLICY;
PERSONNEL
RECORDS
ADDENDUM
ADOPTED**

Employee Appreciation 2007

The Personnel Committee recommended distribution of gift cards to the staff (Director declining) in the amount of \$1900.00 for Employee Appreciation. Following discussion, Loraine DeMuynck made the motion to approve the purchase of the gift cards. Support by Alan Naldrett.

ROLL CALL VOTE:

AYES: Karen Campbell, Loraine DeMuynck, Kermit Harris, Alan Naldrett

NAYS: Dr. Earl Hartman, Michael Miller

MOTION CARRIED

**EMPLOYEE
APPRECIATION
GIFT CARDS
APPROVED**

Public Comments:

It was suggested a get well card be sent to Township Supervisor Jim Ellis.

**PUBLIC
COMMENTS**

The December Board Meeting date of the 19th will stay as scheduled.

The names of members running for Board Offices will be included in next month’s board packet. Mrs. Campbell asked any member to call her if they want to be an officer in 2008.

Public Comments-continued

The Annual Friends of the Library Holiday Luncheon is December 10th.

Adjournment:

Motion by Trustee DeMuynck, support by Mrs. Campbell to adjourn the meeting at 7:00 p.m.

AYES: All

NAYS: None

MOTION CARRIED

ADJOURNMENT

Loraine DeMuynck, Secretary