

Kent County Public Library  
Board of Trustees Minutes  
June 26, 2006

Call To Order

The Meeting of the Kent county Library Board was called to order at 3:20PM on June 26, 2006. Present were Rebecca Taylor, Jack Stenger, Don Wierda, Shirley Elklund, Jim Blake and Jerry Keiser.

Minutes from March 13<sup>th</sup> Meeting

The minutes of the meeting held on March 13, 2006 were presented for approval. Mr. Blake moved for approval of the minutes Mr. Stenger seconded the motion. The motion was approved.

Minutes from the April 10<sup>th</sup>, Meeting

The minutes of the previous meet held on April 10, 2006 were presented for approval. Mr. Stenger moved for approval of the minutes Ms. Taylor seconded the motion. The motion was approved.

Public Input

There were no members of the public in attendance.

Audit---Arimenta Ware

The library's accountant, Arimenta Ware, presented the most recent audit. Ms. Eklund moved to accept the audit and the motion was seconded by Jim Blake. The motion was approved.

Fiscal Year 2006 Audit

As the accounting firm of Anthony, Judge and Ware, LLC is not longer conducting audits for public organizations such as the library it was necessary to select a new firm. After interviewing multiple candidates, Mr. Keiser proposed the selection of the firm of Beatty & Satchel. Mr. Blake moved to accept the

recommendation and the motion was seconded by Mr. Weirda. The motion was approved.

### Budget Presentation

Mr. Keiser presented year to date spending as well as projected spending for the rest of the fiscal year.

### Fiscal Year 2007 Budget

Mr. Keiser presented his proposed budget for the upcoming year. After a detailed discussion, Mr. Blake moved that the budget be accepted and Mr. Wierda seconded the motion. The motion was approved.

### Incorporation

Mr. Keiser described the potential benefits of incorporating the library as has been done with many other libraries in the region. A decision on the matter will be deferred until our new accounting firm fully understands library operations and can advise the board accordingly.

### Open Meeting Violations

It was proposed, after discussion with legal counsel, that a letter will be drafted for transmittal to the States Attorney to rectify any misunderstanding of the law with respect to open meetings. Mr. Keiser also proposed that library staff undergo mandatory training on this issue. Mr. Blake moved to accept this recommendation and Ms. Eklund seconded the motion. The motion was approved.

### Changing the Meeting Time

To better conform to the schedules of the board members and to allow ample time for discussions if items presented to the board it was proposed that future board meets be scheduled to begin at 2:15PM, an hour earlier than present. Mr. Blake moved for approval of the proposal and the motion was seconded by Mr. Wierda. The motion was approved.

### Staff Day and Library Closings

In order to accomplish the above described training, it will be necessary to close the library for a full day. In addition the library will have to close for a day while the county maintenance people repair our broken door and leaking windows. Mr. Blake moved to approve the closings and the motion was seconded by Ms. Eklund. The motion was approved.

### Adjournment

At 5:30PM Ms. Eklund Moved the meeting be adjourned, Mr. Wierda seconded and the motion was approved.

*Next Meeting August 14, 2006 @ 2:15 p.m.*