

**MONROE COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES**

1. At a Regular Meeting of the Board of Trustees of the Monroe County Library System held on July 12, 2004 at the Carleton Branch Library , the meeting was called to order by Chairperson Catharine Calder. Roll call by Secretary Larry Gregory follows:

Present: Cathe' Calder, Chair; Fred Lux, Vice-Chair; Larry Gregory, Secretary; Elizabeth Taylor, and MaryAnn Bourque, Trustees; Nancy Colpaert, Director; and Diane Fetterly, Recording Secretary.

Staff: Assistant Director Nancy Bellaire, Carleton Librarian Laurie Breitner

A quorum being present, the Board proceeded to transact business.

2. Motion by Trustee Taylor, supported by Vice-Chair Lux, to accept the agenda. Motion carried.

3. Motion by Trustee Bourque, supported by Secretary Gregory, to accept the minutes of the regular board meeting on June 14, 2004 as printed. Motion carried.

4. Public Comment - None.

5. Cindy Zawacki, President of the Friends of Carleton, gave a brief update on upcoming events. They are preparing for their first Book Sale on July 24, to become an annual event. They also conduct an ongoing book, t-shirt and tote bag sale. The group is small but very active library branch supporters.

6. Liz Kozlowski, MCLS staff member who is working on the Senior Services Outreach Program gave a brief report. Earlier this year a Senior Task Committee was formed. They went to senior apartments, senior centers, and nursing homes to sign seniors up for library cards. Response has been overwhelmingly positive. Materials are requested and then delivered the following week. 87 seniors now have the capability of requesting library materials as a result of this program to date and it continues to grow.

7. Consent Agenda

Motion by Vice-Chair Lux, supported by Secretary Gregory, to accept the items on the consent agenda, including the June 2004 Financial Report, and place on file. Motion carried.

8. Committee Reports

Finance Committee

Chair Calder said the committee reviewed the financial reports and bills for the month ending June 30. The committee discussed the letter received from Milan Public Library Board stating that effective October 1, 2004 the reciprocal borrowing agreement is being rescinded. Finance committee members will attend the Milan Library board meeting on August 10. Phase III of the Ellis project is nearly complete with a few issues remaining to be finished after the fair.

Facilities Committee

No meeting until September.

Policy and Personnel Committee

Secretary Gregory said the committee continues to review policies. Director Colpaert will see how ALA addresses the issue of libraries partnering with corporations. Vehicle Accident Procedures have been revised. The letter received from Milan Public Library regarding the reciprocal agreement was also discussed.

Community Partnering Committee

The committee did not meet.

Technology Committee

No meeting.

Woodlands Update

Meeting on Thursday of this week.

Legislative Update

Secretary Gregory said as usual Director Colpaert does an excellent job in her director's report staying on top of all things happening in Lansing and Congress. Some good news is we will see a slight increase in state aid.

9. Unfinished Business

Strategic Plan Review - Motion by Trustee Bourque, supported by Vice-Chair Lux, to amend the MCLS Strategic Plan Goals and Objectives, Item #4. Second bullet, to read: To replace public access and staff computers every three (3) years. Motion carried. The board will come back and review the Strategic Plan after the August 3rd millage.

10. New Business

Motion by Secretary Gregory, supported by Vice-Chair Lux, to approve the bills for the month ending June 30, 2004 in the amount of \$442,977.07. Motion carried.

Motion by Trustee Taylor, supported by Vice-Chair Lux, to approve the revision to the Tuition Reimbursement Policy, Section 4.3, Item G. to read: Tuition reimbursement is not available to staff who are on a leave of absence or for pages or substitutes.

11. Director's Report

Director Colpaert thanked Librarian Laurie Breitner and Friends President Cindy Zawacki for hosting tonight's meeting. She shared a picture with the board of State Librarian Christie Brandau standing next to the sign in front of the Ida Branch Library when she visited last month. Monroe Evening News editor Doug Donnelly notified us that Andy Rogers would be taking the place of Josh Kennedy as reporter for county news. Josh will be reporting Bedford Now, a sister publication to the Monroe Evening News.

She reported that we purchased a light meter to measure light levels at library tables in branches. The delivery van has been repaired for the damage caused by a deer.

MCLS will host a children's program with Ellie Mruzek and Nurse Rosy promoting the booklet "A Rosy Day" MCLS co-sponsored with the ISD on Saturday, July 24, 2:00 at Ellis.

12. Board Comments

Secretary Gregory thanked Ms. Zawacki and Ms. Kozlowski for their presentations. "It's nice to come to Carleton."

Trustee Taylor thanked Carleton for having us and thanked Ms. Kozlowski for her presentation. It is really nice to see the Strategic Plan put into practice.

Vice-Chair Lux said he was impressed with all the activity Friends of Carleton are doing. He said it is fantastic that the senior program is working. His father is in a South County senior complex and Mr. Lux can see how great our program benefits the residents there and at other senior complexes.

Trustee Bourque complimented Ms. Calder on her letter to Milan Public Library. She said Carolyn Gardetto, chair of Citizens for Libraries, is doing a great job heading up the millage campaign. She has talked to several residents who have seen the PowerPoint presentation and it has been warmly accepted by all.

Chair Calder said she has made several attempts to contact Dean Patten, but her calls have never been returned. She quoted Margaret Mead "Never doubt that a small, group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has." She said the Friends of the Carleton Library is a great example of a small group, but powerful. She said it was an honor to work at the Citizens for Libraries Work Bee last night. There were about 35 people in attendance, an extremely energized group. The millage is the most important thing on our plate right now, and she encouraged board members to mention it to all their friends, neighbors, relatives, all who they come in contact before August 3rd.

13. Public Comment - Ms. Breitner told the board she encourages her staff to take advantage of the tuition reimbursement program. She has one person on her staff working on a Bachelor's Degree and two others are considering school in January. There are two staff positions open at Carleton, one retirement and one return to school, and the positions will be filled after the millage. She also noted Friends of Carleton donated \$300 to Citizens for Libraries for postage.

14. Announcements

Date of Next Board Meeting - Monday, August 9, 2004 @ 6:00 p.m., at the Vivian Branch Library , 2664 Vivian Rd., Monroe.

15. Adjournment

Motion by Trustee Taylor, supported by Trustee Bourque, to adjourn the meeting at 6:54 p.m. Motion carried.

Respectfully submitted,
Larry Gregory, Secretary
Catharine Calder, Chairperson