

**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 December 20, 2004 at the Ellis Reference and Information Center , the meeting was called to order by Chairperson Catharine Calder. Roll call by Secretary Larry Gregory follows:

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

Staff: Nancy Bellaire

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

2. Motion by Trustee Bourque, supported by Secretary Gregory, to accept the agenda as amended. Motion carried.

3. Motion by Trustee Taylor supported by Trustee Bourque, to accept the minutes of the regular board meeting November 8, 2004 as printed. Motion carried.

4. Public Hearing on Proposed 2005 Budget - no comment was heard from the public.

5. Public Comment - none

6. Actuary Cathy Nagy from Gabriel, Roeder, Smith & Company summarized the Fourteenth Annual Actuarial Valuation as of December 31, 2003, an annual valuation of Retiree Health Care Benefits for library retirees. The contribution rate increased from 18.15% in the December 31, 2002 valuation to 20.98% following the outcome of an actuarial audit performed by Mellon Financial Corporation and their recommended changes.

7. Consent Agenda

Motion by Secretary Gregory, supported by Trustee Taylor, to accept the items on the consent agenda, including the November 2004 Financial Report, and place on file. Motion carried.

8. Committee Reports

Finance Committee

Chair Calder reported it was a good year for penal fines.

Facilities Committee

No meeting.

Policy and Personnel Committee

Chair Gregory said the committee met and a number of action items are on tonight's agenda.

Community Partnering Committee

No meeting.

Technology Committee

No meeting.

Woodlands Update

Secretary Gregory said the committee met and discussed the Detroit Tigers hosting a librarian's day, May 15th, at Comerica Park. Also discussed was a retreat for Woodland members May 19 & 20.

Legislative Update

Secretary Gregory said many new legislators will take office in January.

9. Unfinished Business

Motion by Vice-Chair Lux, supported by Secretary Gregory, to amend the November 8, 2004 minutes to properly reflect the stated action taken on retiree healthcare insurance. They should read: "Employees who retired under the traditional Blue Cross Blue Shield plan have the option to switch to Community Blue PPO should they desire and also have the option to switch back again to traditional during an open enrollment period. It is assumed that those employees who retired under Community Blue PPO will stay with the PPO". Motion carried. This is a cost saving measure for the library system.

Discussion was held on making an additional payment in 2005 on the principal for the Ellis building renovation. Michael Bosanac said as long as the County receives a 60 day notice and payments are in \$5,000 increments, additional payment is allowed. A \$200,000 additional payment on the principal will be made as stated and approved in the 2005 budget.

10. New Business

Motion by Vice-Chair Lux, supported by Trustee Taylor, to approve payment of the bills for the month ending November 30, 2004 in the amount of \$447,286.47. Motion carried.

Motion by Vice-Chair Lux, supported by Trustee Bourque, to approve the 2004 Year End Budget Adjustments Resolution as presented. Motion carried.

Motion by Trustee Taylor, supported by Secretary Gregory, to adopt the 2005 Wage and Salary Schedule which includes a 3% salary increase. Motion carried.

Motion by Vice-Chair Lux, supported by Trustee Taylor, to adopt the Resolution of Proposed Budget for 2005 as presented. Motion carried.

Motion by Vice-Chair Lux, supported by Trustee Bourque, to adopt the Holiday Closings Schedule for 2005. Motion carried.

Motion by Vice-Chair Lux, supported by Secretary Gregory, to adopt a charge of \$1.00 per page for the new service of color copies, regardless of size. Motion carried.

Motion by Vice-Chair Lux, supported by Trustee Bourque, to allow renewals of DVD's to accommodate the same rotation as VHS tapes. Motion carried.

11. Director's Report

Director Colpaert thanked the staff for their support this year. "It has been an incredible year with an automation migration, a successful millage campaign, and the Bedford building project. It impacted some staff more than others, but affected everybody in some way; thanks for an incredible job. I also want to thank Nancy Bellaire and the Bedford staff, and all of our Technology staff, who went above and beyond".

She reported that she had asked the County Commissioners for something in writing stating that Fred Lux remains on the board until the Commissioners interview and make appointments. Fred received correspondence from Commissioner Roe stating interviews will not be scheduled until the new board meets in January.

Andy Rogers of the Monroe Evening News called seeking information about penal fines. Board members have the same packet of information given to him in their packets for tonight.

Ms. Colpaert shared copies of the newly designed brochures, part of a new public relations image for MCLS. The website will have a new look beginning the first week of January.

12. Board Comments

The board wished everyone Happy Holidays and congratulated Director Colpaert on her five year anniversary as director.

Secretary Gregory said "we've all faced a lot of challenges this year and I don't think it is going to let up next year either. But it's nice to know we have board members and staff members that are more than willing to meet the challenge."

Chair Calder said the library system has made huge accomplishments and 2005 will probably bring many challenges, but we will forge ahead.

13. Public Comment - none.

14. Announcements

Date of Next Board Meeting - Monday, January 10, 2005 @ 6:00 p.m., at the Ellis Reference and Information Center, 3700 S. Custer Rd., Monroe.

15. Adjournment

Motion by Secretary Gregory, supported by Trustee Bourque, to adjourn the meeting at 7:28 p.m.
Motion carried.

Respectfully submitted,

Larry Gregory, Secretary

Catharine Calder, Chairperson