

**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 March 8, 2004 at the temporary site of the Bedford 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, Trustee; Nancy Colpaert, Director; and Diane Fetterly, Recording Secretary.

Staff: Marie Sowa, Lois White

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

2. Motion by Vice-Chair Lux, supported by Secretary Gregory, to accept the agenda as amended with the addition of i. Change Meeting Times and Date. Motion carried.

3. Motion by Vice-Chair Lux, supported by Trustee Taylor, to accept the minutes of the regular board meeting on February 9, 2004 as presented. Motion carried.

4. Public Comment - none.

5. Lee Rausch, Chairman of the Bedford Library Expansion Committee, updated the board on the construction. The outside framework is done, and windows and brick exterior will be completed when the weather breaks. The contractor has made good progress and the project is still estimated to be done the last week of June, with the library moving out of the temporary site and into the remodeled site in July.

6. Lois White, Bedford Branch Librarian, welcomed the board. She said a building committee meeting coincided with tonight's board meeting. The branch will have a booth at this weekend's Bedford Trade Fair and will show a PowerPoint presentation to let visitors know what the township is doing and why they are doing it. She said the new building will touch on interests of every age group and they have received a lot of positive feedback so far.

Secretary Gregory thanked Mr. Rausch and Mrs. White for their time and effort put into the renovation project.

7. Deb Sabo, auditor for Cooley, Hehl, Wohlgamuth, Carlton reviewed the audit report for 2003. There were no comments or recommendations to be made. "Everything ran really smoothly and the staff had everything well organized when we got there. The audit went really well."

8. Consent Agenda

Motion by Secretary Gregory, supported by Trustee Taylor, to accept the items on the consent agenda, including Trustee Mazur's letter of resignation and the March 2004 Financial Report, and place on file. Motion carried.

9. Committee Reports

Finance Committee

Finance met on Friday, reviewed a draft of the auditor's report, and went through a number of action items listed on tonight's agenda.

Policy & Personnel Committee

Committee met and discussed All Staff Day which will be held on May 20 th . They also reviewed a board self-assessment tool Director Colpaert picked up at PLA in Seattle last week.

The Facilities Committee, Community Partnering Committee and Technology Committee did not meet. There will be a meeting for the Woodlands Library Cooperative Governing Board this month.

Legislative Update

Secretary Gregory reported that there may be an upcoming bill tying filters to State Aid for libraries.

10. New Business

Motion by Trustee Taylor, supported by Vice-Chair Lux, to approve the bills for the month ending February 29, 2004 in the amount of \$465,995.86. Motion carried.

Motion by Vice-Chair Lux, supported by Secretary Gregory, to accept the detailed audit report review presented tonight for year ending December 31, 2003. Motion carried. Secretary Gregory commended Director Colpaert and her staff for doing a fine job.

Motion by Vice-Chair Lux, supported by Secretary Gregory, to approve the bid submitted by Ralph Thayer Mazda for purchase of a 2004 Mazda MPV LX in medium blue in the amount of \$19,882. Motion carried. Bid letters were sent to 12 Monroe County dealerships and only one response was received.

Motion by Trustee Taylor, supported by Vice-Chair Lux, to increase the limits of three library credit cards to \$10,000 each. The cards are used to book hotel rooms, airline tickets, and conferences, as well as purchasing technology, processing materials and supplies and are occasionally maxed out. The cards are monitored very closely by the Accounting Officer. Motion carried.

Motion by Trustee Taylor, supported by Vice-Chair Lux, to participate in a consortium to purchase subscriptions to 14 online reference databases in the amount not to exceed \$1400. The reference staff said the databases are a very important resource and they are used a lot. Motion carried.

Motion by Trustee Taylor, supported by Vice-Chair Lux, to adopt the changes to the Plan of Service portion of the policy as recommended by the Policy and Personnel Committee. Motion carried.

Motion by Vice-Chair Lux, supported by Secretary Gregory, to combine the 1998 operating millage of .5 and the 2003 increase for .33, totaling .8111 (reduced by Headlee) into one millage question on the August Primary. Motion carried.

Motion by Trustee Taylor, supported by Secretary Gregory, to have the levy run for 8 years in the amount of 1 mill, an increase of .1889 over the combined .8111 present millage. Motion carried.

Motion by Trustee Taylor, supported by Secretary Gregory, to roll over \$24.83 and not offer a scholarship this year from the Mary Daume Scholarship Fund, an endowment fund held with the Community Foundation of Monroe County. Motion carried.

Motion by Vice-Chair Lux, supported by Secretary Gregory, to permanently change the board meeting starting time to 6:00 p.m., an hour earlier than previous meetings. Motion carried.

Motion by Vice-Chair Lux, supported by Secretary Gregory, to change the date of the April board of trustee meeting to Wednesday, April 7th, to be held at the Blue Bush Branch Library. Motion carried.

11. Director's Report

Director Colpaert shared with trustees ideas she received from the PLA Conference in Seattle. She said we do a good job at MCLS, we are doing things right. In fact, we could probably put on programs at the conferences. Trustees received a copy of the Equality of Access report funded by the Gates Foundation and distributed at the conference.

She attended a workshop at PLA regarding self assessment of library boards. She shared the materials received with the Policy and Personnel Committee.

Director Colpaert received a brochure of the new Southfield Public Library from newly elected City of Monroe Mayor Iacoangeli. Trustees were encouraged to visit the library if they were in the area.

12. Board Comments

Trustee Taylor said she would like the board self-assessment put on the agenda for next month's board meeting for discussion. She thanked the board for changing the date of the April meeting. She really hates to miss any of the meetings, they are very important. She thanked Director Colpaert and her staff for all their hard work. She also was sorry to see Trustee Mazur resign, she knows how busy people are and hopefully we will get someone able to commit.

Vice-Chair Lux said it was difficult for him to hear tonight, but how wonderful to see the beehive of activity going on here the entire evening. "I think it is absolutely marvelous to see the amount of usage that this facility has gotten for the time that we have been here." He requested that Director Colpaert obtain a financial report from the Monroe County Community Foundation for the Mary Daume Scholarship, what was initially contributed, what gains it has made, etc. He thanked Director Colpaert for the tremendous preparation done on the millage background

information. He also thanked the library board and staff for the wonderful fruit basket received after recent surgery.

Secretary Gregory is sad to see Trustee Mazur leave the board and, like the rest of us, wishes her well. "I am looking forward to the millage, last time we really got in there and went to various organizations and let them know what kind of services we offer. I think that is something that we all should be involved in if we can find the time."

Chair Calder echoed his comments. The 2000 millage campaign was very challenging work, but fun. Good public relations has carried us well during the past four years. She is looking forward to it again, although it will be a difficult climb, not as easy as 2000. She thanked Director Colpaert and her staff for all the programming in February's Black History Month. It was inspiring to see how many people turned out for so many different programs. "In glancing through all these program fliers, I must note that I was a little bit concerned about some stereotypic gender issues. I feel very strongly that girls are more than princesses and care about more than makeup and hair. Although it is not wrong, I am not sure that is where our values should be. I commend the ISD for example for their 'GIMS' (Girls In Math and Science) programs. I would like to see that kind of programming. Thank you, Nancy for your work on getting this millage information to us."

13. Public Comment - none.

14. Announcements

Date of Next Board Meeting -Wednesday, April 7, 2004 @ 6:00 p.m., at the Blue Bush Branch Library , 2210 Blue Bush Road.

15. Adjournment

Motion by Secretary Gregory, supported by Trustee Taylor, to adjourn the meeting at 8:27 p.m.
Motion carried.

Respectfully submitted,
Larry Gregory, Secretary
Catharine Calder, Chairperson