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 February 14, 2005 at the Frenchtown-Dixie Branch Library, the meeting was called to order by Chairperson Catharine Calder. Roll call by Secretary Larry Gregory follows:

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

Excused: Fred Lux

Staff: Nancy Bellaire, Jane Steed, Marie Sowa

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

2. A moment of silence was held for former director Gordon Conable, who passed away on January 12, 2005.

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

4. Motion by Trustee Taylor, supported by Secretary Gregory, to accept the minutes of the regular board meeting January 10, 2005 as printed. Motion carried.

5. Public Comment - none

6. Nancy Burrell, a member of the Frenchtown-Dixie Library Book Club, gave a brief report. The group reads books from a broad range of subjects. They discuss the book and the author from questions in the back of the book or from information gathered from the author's website. Movie night at Frenchtown libraries grew out of the book club's first read, "Gone with the Wind", because some club members had never seen the movie.

7. MCLS Board of Trustees Reorganization

Motion by Larry Gregory, supported by Betsy Taylor, to nominate Cathe' Calder as Chair. Motion to close nominations and elect Ms. Calder passed unanimously. Motion by Betsy Taylor, supported by MaryAnn Bourque, to nominate Larry Gregory as Vice-Chair. Motion to close nominations and elect Mr. Gregory passed unanimously. Motion by MaryAnn Bourque, supported by Larry Gregory, to nominate Betsy Taylor as Secretary. Motion to close nominations and elect Ms. Taylor passed unanimously. Board Committee appointments will remain the same.

8. Chair Calder reappointed Fred Lux as Library Board representative to another one-year term on the Retiree Health Care Board.

9. Consent Agenda

Motion by Trustee Bourque, supported by Vice-Chair Gregory, to accept the items on the consent agenda, including the January 2005 Financial Report, and place on file. Motion carried.

10. Committee Reports

Finance Committee

Chair Calder reported that the City of Monroe will be spending $407,000 this calendar year on renovations for the Dorsch Memorial Branch Library and hopefully additional monies in the next two years to complete a multi-phase project. Woodland 's Director Jim Seidl attended the February 8 th board meeting of the Milan Public Library.

Facilities Committee

No meeting.

Policy and Personnel Committee

Chair Gregory commended Director Colpaert on partnering with the Community Foundation's semi-annual programs that will use library branch community rooms as their venue. A Public Relations policy and documentation of additions and deletions to our collection should complete Michigan 's Quality Standards for Libraries requirements.

Community Partnering Committee

No meeting.

Technology Committee

No meeting.

Woodlands Update

Mr. Gregory said he was surprised to hear that Christie Brandau had resigned as State Librarian and taken a job in Kansas nearer her family. State aid to public libraries should remain near the same as last year's.

Legislative Update

Mr. Gregory said the legislature has just reconvened from the holiday break with the newly elected legislators.

11. Unfinished Business

There is nothing new to report on the reciprocal borrowing agreement with Milan Public Library.

12. New Business

Motion by Vice-Chair Gregory, supported by Trustee Bourque, to approve payment of the bills for the month ending January 31, 2005 in the amount of $406,754.76. Motion carried.

Motion by Secretary Taylor, supported by Vice-Chair Gregory, to approve 83 additional hours weekly for system-wide branches effective April 10, 2005 the first day of National Library Week 2005. Motion carried.

Motion by Secretary Taylor, supported by Trustee Bourque, to offer patrons Food for Fines during National Library Week, April 10-16. The theme is "Food for Thought". Food collected will be distributed to Monroe County food banks. Motion carried.

Motion by Vice-Chair Gregory, supported by Secretary Taylor, to initiate the "Fine Friendly First Fridays" starting March 4 th . Motion carried. $1 patron donation will be collected to benefit area charities. This was a result of the Strategic Plan to work toward eliminating the negative connotation associated with "fines".

Motion by Trustee Bourque, supported by Secretary Taylor, to approve the updated Facility Closures policy. Motion carried. Branch delayed openings or closures will be considered during inclement weather on a case by case basis. A note will be emailed to staff.

Motion by Vice-Chair Gregory, supported by Trustee Bourque, to seek bids from all Monroe County dealerships and advertise in the Monroe Evening News for a mobile services delivery van meeting our specifications. Motion carried. The van will be equipped with a lift gate, so cart loads of materials can be taken into senior centers and nursing homes. If it works well this year, service could be expanded to include day care centers and schools. Again our goal is to serve the underserved population as stated in the Strategic Plan.

Motion by Secretary Taylor, supported by Vice-Chair Gregory, to authorize the director to proceed with preparations to allow transfer of funds electronically from our payroll account. Motion carried. This service will not be mandatory.

Motion by Trustee Bourque, supported by Secretary Gregory, to establish a new line item 963.00, as recommended by auditor Deborah Sabo, and transfer $1,500 into that account for the monthly transaction. Motion carried.

Motion by Secretary Taylor, supported by Trustee Bourque, to make a budget adjustment to zero out the Monroe Reserve Account 2005. Motion carried.

13. Director's Report

Director Colpaert thanked Jane Steed for hosting tonight's meeting and also for coordinating a blood drive sponsored by the library but held next door at the Frenchtown Fire Department. The blood drive initially began at the branch library, but has outgrown the site.

Ms. Colpaert included in the board packet pages from the state aid annual report. The statistics are very interesting and she is working with the public relations staff to produce bookmarks with these and other facts about MCLS. Information regarding trustee training was also included in board members packets.

For the year 2004, circulation increased 7.4% system-wide, program attendance increased 10%, and Internet usage 27.5%.

14. Board Comments

Board members thanked Jane Steed for hosting the meeting and Nancy Burrell for summarizing the events of the Frenchtown Dixie Library Book Club.

Chair Calder thanked Director Colpaert for working so closely with staff on the Strategic Plan. It was a very worthwhile process for Ms. Calder and Ms. Taylor and the rest of the committee to go through to put together the document. She asked fellow board members to come up with a way to mark the passing of former director Gordon Conable, to honor him either through the foundation requested by his wife, or by a plaque displayed at Ellis. Mr. Conable, along with former director Bernie Margolis, brought MCLS into the 20 th century.

15. Public Comment - none.

16. Announcements

Date of Next Board Meeting - Monday, March 14, 2005 @ 6:00 p.m., at the Rasey Memorial Branch Library, 4349 Oak, Luna Pier.

17. Adjournment

Motion by Trustee Bourque, supported by Secretary Taylor, to adjourn the meeting at 6:53 p.m. Motion carried.

Respectfully submitted,

Elizabeth J. Taylor, Secretary

Catharine Calder, Chairperson