

**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 October 16, 2006 at the Ellis Reference and Information Center, the meeting was called to order by Chairperson Lux. Roll call by Secretary Elizabeth Taylor follows:

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

Staff: Nancy Bellaire, Peg Engel, Liz Pifer, Bill Reiser

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

2. Motion by Secretary Taylor, supported by Vice-Chair Gregory, to approve the agenda as amended. Item 4a presentation from Blue Bush group added. Additional item under new business discussion of food for fines. Motion carried.

3. Motion by Trustee Calder, supported by Trustee Bourque, to approve the minutes of the regular board meeting September 11, 2006 as printed. Motion carried. Motion by Trustee Bourque, supported by Vice-Chair Gregory, to approve the minutes of the special board meeting September 14, 2006 as printed. Motion carried. Motion by Secretary Taylor, supported by Trustee Calder, to approve the minutes of the special board meeting September 21, 2006 as printed. Motion carried.

4. Theresa Kenyon, treasurer of Ellis Friends briefed the board on upcoming activities. A series of baskets donated by Friends groups will be raffled off at Writers on the River, Sunday, November 12. Ellis Friends is having a book sale on Saturday and Sunday, November 18 & 19, 2006. Beginning in January 2007, the second Saturday morning concert series will return to Ellis, featuring local talent. Final preparations for February Black History Month Blues programming are being made.

Elizabeth Pifer, children's technician for Frenchtown area libraries and Peg Engel, Blue Bush community librarian, presented a community service quilt made by the "Blue Bush Book Buddies". The program paired 14 4-H children with 17 younger children to read to. They then painted a fabric quilt square depicting the story and it was fashioned into a remembrance quilt. The quilt was entered into the fair and won a blue ribbon and green honors ribbon. It also received 2nd place in the MCLS quilt show. The quilt has been donated back to the Blue Bush library to hang on the wall as an inspiration to other young readers.

5. Public Comment – None

6. Consent Agenda

Motion by Secretary Taylor, supported by Trustee Bourque, to accept the items on the consent

agenda as presented, including the September 2006 Financial Report, and place on file. Motion carried.

7. Committee Reports

Finance Committee

The committee reviewed the bills. We are on track financially due to careful money management and increase in penal fines. This month we received \$139,000, the largest month on record. Health care costs for next year however are increasing.

Facilities Committee

There was no meeting this month.

Policy and Personnel Committee

The committee met and discussed items appearing for action on tonight's agenda.

Community Partnering Committee

No meeting.

Technology Committee

No meeting.

Woodlands Update

Last week an organizational meeting was held, election of officers, etc.

Legislative Update

Nothing ongoing.

8. Unfinished Business

Roessler Street Building. Director Colpaert reported that the environmental Phase II study and asbestos study are underway. We have not heard of any potential problems. The survey has not been conducted, we are waiting for a price quote. A letter seeking funding for this project by working with the Monroe County Building Authority was sent to the county commissioners and we will be on their Tuesday, October 24th agenda at 7:00 p.m. Vice-Chair Gregory and Trustee Bourque will accompany Director Colpaert to the meeting.

9. New Business

Motion by Trustee Calder, supported by Trustee Bourque, to approve payment of the bills for the month ending September 30, 2006, in the amount of \$808,382.67. Motion carried.

Motion by Secretary Taylor, supported by Trustee Calder, to adopt the revised Tuition Reimbursement Policy. The policy requires employees to pass their one-year anniversary date before class begins; reimbursement is for tuition only; and an employee must remain employed with MCLS for two years after completing the course or repay the library system. Motion carried.

Motion by Trustee Bourque, supported by Secretary Taylor, to approve a temporary increase in hours at the Navarre Branch library during the Dorsch Memorial Branch library's closure for renovations. Navarre will be open every morning and one additional evening per week until the renovation project is completed, approximately January or February 2007. We will be meeting with City officials to set a date the closure will begin; probably within two weeks. Motion carried.

Motion by Trustee Calder, supported by Trustee Bourque, to approve the addition to the Personnel Policy, Political Activity section, "circulating petitions" is prohibited during work time. Motion carried.

Motion by Trustee Calder, supported by Secretary Taylor, to close all facilities on December 26, 27, 28, and 31, January 1 and 2 for the Christmas 2006 and New Year 2007 holidays. Motion carried.

Motion by Secretary Taylor, supported by Trustee Bourque, to collect Food for Fines during Homeless Awareness Week November 12-19. Youth services staff will ask children attending their storytime programs to bring in items for homeless children. There are more than 150 children homeless in Monroe County, according to the Homelessness Awareness Committee. Motion carried.

Motion by Trustee Calder, supported by Vice-Chair Gregory, to go into closed session to consider the Director's annual performance review. Roll call vote: Mr. Gregory, yes; Ms. Bourque, yes; Ms. Calder, yes; Ms. Taylor, yes, and Mr. Lux, yes. Meeting adjourned at 6:30 p.m.

Meeting reconvened at 7:03 p.m. Vice-Chair Gregory said the board reviewed the director's performance and she was rated satisfactorily, the highest score the board could give her. The board was pleased with her performance. Motion by Secretary Taylor, supported by Vice-Chair Gregory, effective immediately to extend a merit increase of 2% to Director Colpaert, the same increase staff received following a successful annual review. Motion carried.

10. Director's Report

Director Colpaert thanked the board for the kind things said during her review. She appreciates working with all the board and said it is satisfying to have all members working together on issues such as the Roessler St. project, bringing diverse backgrounds in real estate, assessing, and law.

She announced that Suzanne Krueger, this year's recipient of the Mary Daume Scholarship, will speak at the Community Foundation's annual dinner about going back to school to receive her library science degree.

We have received word from Woodlands Library Cooperative that we will be receiving funding from the Gates Foundation, \$39,600 to replace 36 of our public access computers.

A new brochure has been designed and distributed to high school students. The brochure has information about our website, homework help links, and how to obtain a library card.

She attended a very important workshop while at MLA on tax exemptions and abatements. MLA would like to help us understand the different laws and plans and how much libraries are losing in the State of Michigan. Saginaw Library loses \$650,000 in abatements every year.

11. Board Comments

Board members thanked the Ellis Friends group and Blue Bush Library staff for their presentations. They congratulated Director Colpaert on her review, an outstanding job done.

12. Public Comment – None.

13. Announcements

Date of Next Board Meeting – Monday, November 13, 2006 @ 6:00 p.m. Erie Branch Library, 2065 Erie Road.

Budget Workshop, Wednesday, November 15, 2006, @ 5:00 p.m. Ellis Reference and Information Center.

14. Adjournment

Motion by Vice-Chair Gregory, supported by Secretary Taylor to adjourn the meeting at 7:18 p.m. Motion carried.

Respectfully submitted,

Elizabeth J. Taylor, Secretary

Fred Lux, Chairperson