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 September 10, 2007 at the Ellis Reference and Information Center, the meeting was called to order by Chairperson Lux. Roll call follows:

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

   Staff: David Ross, South Rockwood and Newport Librarian; Barbra Krueger, South Rockwood and Newport Youth Technician

   Public: Louise Belliveau, Nova Scotia

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

2. Motion by Vice-Chair Gregory, supported by Trustee Bourque, that the agenda be approved as printed. Motion carried.

3. Motion by Trustee Bourque, supported by Secretary Taylor, to approve the minutes of the regular board meeting July 9, 2007 as printed. Motion carried.

4. Public Comment
   David Ross briefed the board on renovations made to the building: new front door, interior painted, new lights, bathroom made handicap accessible and an emergency exit added. There is no update on air conditioning for the library.
   Barbra Krueger presents programming and storytimes at the both library branches. She visits schools, helps out with community service functions at the mall, the fair booth, and the float in Newport Holiday Parade. Author Shutta Crum will be presenting a program at Newport in October.

5. Consent Agenda
   Motion by Trustee Calder, supported by Trustee Bourque, to accept the items on the consent agenda as presented, including the July and August 2007 Financial Reports, and place on file. Motion carried.

6. Committee Reports
   <u>Finance Committee</u> – With 2/3 of the year past, we have received 99% of budgeted income and expended 62%. Penal fines are $74,000 ahead of this time last year.

Facilities Committee – The asbestos abatement has been done at the Daume Bldg. and demolition is going well. Petersburg closed on September 12 for an 8-week renovation project. The committee also discussed maintenance type issues happening at the other branches.

Policy & Personnel Committee – A number of items are on tonight's agenda. MCLS was selected as one of the Michigan Document centers. Director Colpaert has been discussing with the auditor sales tax on donations by Library Friends groups and will follow up with the Friends. Whether or not the Board Chair votes was discussed at last month's board meeting, so Committee Chair Gregory reviewed Roberts Rules. There is not a rule stating the chair has to vote; only that he can abstain. It should be taken into consideration what board procedure has been in the past. Board Chair Lux said to assume the chair is voting aye, unless he specifically says nay.

Community Partnering Committee – no meeting.

Technology Committee – no meeting.

Woodlands Update – MCLS will only have one board seat because with new members for the Cooperative, another Class VI library has assumed a seat on the Woodlands board.

7. Unfinished Business - None

8. New Business
Motion by Secretary Taylor, supported by Trustee Calder, to approve payment of the bills for the month ending July 31, 2007 in the amount of $491,234.69. Motion carried.

Motion by Vice-Chair Gregory, supported by Trustee Bourque, to approve payment of the bills for the month ending August 31, 2007 in the amount of $558,895.93. Motion carried.

Motion by Trustee Calder, supported by Secretary Taylor, to approve the Woodlands Cooperative service contracts as well as the membership contract for fiscal year October 1, 2007 through September 20, 2008 for the total amount of $67,482. Motion carried.

Motion by Trustee Bourque, supported by Vice-Chair Gregory, to approve the draft of the Computer, Internet/Intranet Electronic and Voicemail policy, revised by the Technology Dept. Motion carried.

Motion by Secretary Taylor, supported by Trustee Calder, to approve the Director's Evaluation Tool and Calendar for Director's Annual Performance Review. Motion carried.

Motion by Secretary Taylor, supported by Trustee Bourque, to approve the revised definition of "spouse" for the Retiree Health Care Plan effective today. Motion carried.

Motion by Trustee Calder, supported by Trustee Bourque, to accept the resignation of Fred Lux from the Woodlands Governing Board, and appoint Larry Gregory to fill out the last year of Mr. Lux' term. Motion carried.

9. Director's Report
Director Colpaert presented a graphic of the façade of the Daume building. She also shared a couple of photos of 30 cartons of school supplies collected and given to the Salvation Army. The Department of Human Services packed in the supplies in donated book bags and distributed them to needy children.
There was an article in yesterday's Monroe Evening News regarding the Year of Teen award. Webmaster Paula Loop will be invited to talk to the board at our next board meeting.

10. Board Comments
Chair Lux thanked Mr. Ross and Ms. Krueger for hosting tonight's meeting. He informed board members that there is a Daume Bldg. progress meeting held every Friday morning at 10:00 if board members wish to attend.

Trustee Calder thanked Vice-Chair Gregory for his continued work on the Woodlands Cooperative board. It is an enormous time commitment. She thanked Director Colpaert for making the Woodlands' contracts understandable, recognizing the reduction in income and creating flexible positions for staff.

Secretary Taylor noted the 20% increase in outreach services statistics.

Vice-Chair Gregory noted the South Rockwood library branch looked quite different from the last time he was there. He said he enjoys going to Woodlands meetings and noted Director Seidl's brother passed away.

Trustee Bourque commended the library for a great job on Fine Friendly First Fridays. It is evident that they are successful by non-profit groups wanting to get on the list. She also commended Graphic Artist Katie Macaro for her hard work on the War of 1812 banners.

11. Public Comment –none

12. Announcements
Date of Next Board Meeting – Monday, October 15, 2007 @ 6:00 p.m., at Bedford Branch Library, Temperance.

13. Adjournment
    Motion by Secretary Taylor, supported by Trustee Bourque, to adjourn the meeting at 6:40 p.m. Motion carried.

Respectfully submitted,

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Elizabeth J. Taylor, Secretary

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Fred E. Lux, Chairperson