

**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 19, 2009 at the Mary K. Daume Library Service Center, the meeting was called to order by Chairperson Elizabeth J. Taylor at 6:01 p.m. Roll call follows:

Present: Elizabeth J. Taylor, Chair; MaryAnn Bourque, Vice-Chair; Laurence Gregory, secretary, Catharine Calder, Trustee, and Nancy Colpaert, Director. Trustee Fred Lux arrived at 6:15 p.m.

Staff: Nancy Bellaire and Rachel Braden

2. Motion by Vice-chair Bourque supported by Secretary Gregory, that the agenda be approved as presented. Motion carried.
3. Motion by Trustee Calder, supported by Vice-chair Bourque, to approve the minutes of the regular board meeting September 21, 2009 as printed. Motion carried.
4. Public Comment – none
5. Consent Agenda
Motion by Trustee Calder, supported by Secretary Gregory, to accept the items on the consent agenda as presented, including the September 2009 Financial Report, and place on file. Motion carried.
6. Committee Reports –
Finance Committee – Ms. Calder reported that penal fines are 20% behind this time last year, but we have met our budget figure for this year.
Facilities Committee – the Facilities Committee did not meet.
Policy and Personnel Committee – Mr. Gregory reported that the committee met and that several items are on the agenda as action items.
Technology Committee –the Technology Committee did not meet.
Woodlands – no report
Legislative update – Mr. Gregory commented that we are all still waiting on a state budget.
7. Unfinished Business –
Contract with O’Neal Construction, Ann Arbor Michigan, for construction management for the Ellis Building Project- The contract has not been signed.

CIPA compliance –The Policy and Personnel Committee reviewed and discussed a legal opinion from attorney Bruce Laidlaw which indicated that placing filtered and unfiltered browsers on desktops of public computers would not comply with the

Children's Internet Protection Act (CIPA) requirements. Head of Technology Rachel Braden suggested that the board revisit this topic at a later date following planned changes to the library system's wide area network. She reported that Trustee Lux had asked her about the possibility of using a smart card system he had seen at another library. Her initial response was that implementing such a system would require the library to retain patron information regarding the age of the patron, something MCLS has not done for many, many years. A smart card system would cost between \$100,000 and \$150,000 to implement. She wondered what benefit a smart card system would really provide for our patrons. She explained the filing process for obtaining e-rate discounts and suggested that a board decision would not be required before August 2010. Chair Taylor asked for this item to remain on the agenda as unfinished business and for Director Colpaert and Ms. Braden to regularly update the board on various options regarding filtering, CIPA compliance and e-rate discounts. Chair Taylor asked if CIPA applied only to library-owned computers or also to laptop and handheld computers brought into the library by patrons. Ms. Braden indicated that it applied to library computers. Trustee Calder wondered if the change in administration in Washington might mean a change in the CIPA law.

8. New Business

Motion by Trustee Calder, supported by Vice-chair Bourque, to approve payment of the bills for the month ending September 30, 2009, in the amount of \$613,873.74. Motion carried.

Motion by Vice-chair Bourque, supported by Secretary Gregory, to change the date of the annual budget workshop from November 18 to November 16 at 5 p.m. at the Mary K. Daume Library Service Center. Motion carried.

Motion by Secretary Gregory, supported by Vice-chair Bourque, to confirm Bruce Laidlaw as legal counsel for the 2010 calendar year at a rate of \$160 per hour. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux, to approve a revision to the Fax Policy to include costs for international faxes. Motion carried.

Motion by Vice-chair Bourque, supported by Trustee Calder, to approve a revision to the Sick Bank Policy to clarify that approved sick bank time cannot be applied retroactively. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux, to approve a clarification to the Family Leave Policy regarding failure to report when the leave period ends. Motion carried.

Motion by Vice-chair Bourque, supported by Secretary Gregory to approve a new Personal Equipment Policy. Motion carried.

Motion by Trustee Calder, supported by Vice-chair Bourque, to go into closed session to consider the Director's annual performance review. Roll call vote: Chair Taylor - yes, Vice-chair Bourque - yes, Secretary Gregory -yes, Trustee Calder -yes, Trustee Lux -yes. Motion carried. The board went into closed session at 6:23 p.m.

Meeting reconvened at 6:32 p.m. Chair Taylor reported that Director Colpaert's performance was satisfactory in all counts.

Motion by Trustee Lux, supported by Vice-chair Bourque to extend a 2% merit increase to Director Colpaert effective October 19, 2009. Motion carried.

9. Director's Report

Director Colpaert reported that a special edition of the library newsletter has been mailed out highlighting the November 8 Writers on the River Book Fair at Ellis. She announced that MCLS will participate in the Museum Adventure Pass program for another program year starting October 25. The most recent drawings for the Ellis Building Project were on display for the board to review.

10. Board Comments

Trustee Lux apologized for being late for the meeting. He commended Director Colpaert for a job well done. He asked about the library director being a salaried position. The board discussed this and agreed that the director is a salaried employee. He hoped that staff will be granted some salary increase in the 2010 budget.

Trustee Calder had no comments.

Secretary Gregory said he was glad that Nancy Colpaert is our director.

Vice-chair Bourque congratulated Director Colpaert on her good review and thanked Rachel Braden for the background work on CIPA and e-rate discounts.

Chair Taylor congratulated and thanked Ms. Colpaert for her work as director. She appreciated input from Rachel Braden and noted that the board needs to think about and discuss filters and the implications that a philosophical decision could have on the library system's finances.

11. Public Comment – Nancy Bellaire shared photos of renovation work underway at Maybee Branch. The branch is expected to reopen on Thursday.

12. Announcements

Date of Next Board Meeting – Monday, November 9 at 6:00 p.m. at the Summerfield-Petersburg Branch Library. It was noted that with a budget workshop scheduled for November 16, this meeting might not be necessary. By acclamation, the board decided to cancel this November 9 meeting.

Budget workshop – Monday, November 16, 2009 at 5:00 p.m. at the Mary K. Daume Library Service Center, 840 S. Roessler St., Monroe.

13. Adjournment

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

Respectfully submitted,

Laurence Gregory, Secretary

Elizabeth J. Taylor, Chair