

**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 July 20, 2009 at the Lillian Stewart Navarre Branch Library, the meeting was called to order by Chairperson Elizabeth J. Taylor at 6:00 pm. Roll call follows:

Present: Elizabeth J. Taylor, Chair; MaryAnn Bourque, Vice-Chair; Catharine Calder, Trustee, Fred Lux, Trustee and Nancy Colpaert, Director.

Excused: Laurence Gregory, Secretary,

Staff: Nancy Bellaire, Amber Reed, Rachel Braden, Jeff Anderson, Christina Sims, and Todd Towler.

Due to the absence of Secretary Gregory, Chair Taylor appointed MaryAnn Bourque as Secretary Pro-Tem for this meeting. A quorum being present, the Board proceeded to transact business.

2. Motion by Trustee Lux, supported by Trustee Calder, that the revised agenda with additional action items be approved as presented. Motion carried.
3. Motion by Vice-chair Bourque, supported by Trustee Lux, to approve the minutes of the regular board meeting May 11, 2009 as printed. Motion carried.
4. Public Comment – Community Librarian Amber Reed welcomed the board to the Lillian Stewart Navarre branch library. She shared the 75<sup>th</sup> anniversary timeline for Navarre with the board, noting that this building was named for former library director Lillian Stewart Navarre and dedicated by Vice President Hubert Humphrey in 1966. Trustee Calder asked if the closing of Lincoln School will have an impact on the branch and Ms. Reed indicated that with the branch closing at 5 pm most days, students who will ride a bus may have limited access to the branch.

Director Colpaert introduced Jeff Anderson, Christina Sims and Todd Towler, library employees and recipients of the Mary K. Daume Scholarships for 2009. Board members congratulated them and asked each to share their future plans for working in libraries.

5. Consent Agenda  
Motion by Trustee Calder, supported by Trustee Lux, to accept the items on the consent agenda as presented, including the June 2009 Financial Report, and place on file. Motion carried.
6. Committee Reports –

Finance Committee – Ms. Calder gave the report. She noted that penal fines are 14% behind this time last year, about \$120,000 less, year-to-date, but added that we should still be able to make our budget figure.

Facilities Committee – Mrs. Bourque reported that the Facilities committee will meet with Jim Mumby, Tracy Petrella, and Alyce Reimenschneider on July 29.

Policy and Personnel Committee – Mr. Lux reported that the committee met and that several items are on the agenda as action items.

Technology Committee – Mr. Lux noted that the Technology Committee also met and has an action item on the agenda.

Strategic Planning – Circle groups are being held in branches around the county and an online survey will be offered to the public at the library's booth at the Monroe County Fair to gather input for the plan. Laurie Breitner is working on a draft of goals incorporating plans to promote those services provided by the library system that are unique and not provided by other agencies or organizations.

Woodlands – The Woodlands Governing Board met last week and voted to allow member libraries to keep the second state aid check for 2008-2009.

Legislative update – Ms. Colpaert noted that the Governor's Executive Order eliminating the Department of History Arts and Libraries has created many questions. The Michigan Library Association and Woodlands Cooperative are working on talking points for board members to use in contacting legislators.

7. Unfinished Business - none

8. New Business

Motion by Trustee Calder, supported by Vice-chair Bourque, to approve payment of the bills for the month ending June 30, 2009, in the amount of \$623,762.23. Motion carried.

Motion by Vice-chair Bourque, supported by Trustee Lux, to send out the 2009 tax notices based on figures provided by the Monroe County Equalization Department. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux, to approve the Membership Contract between MCLS and Woodlands Library Cooperative for the Woodlands fiscal year starting October 1, 2009. Motion carried.

Motion by Trustee Lux, supported by Vice-chair Bourque to approve contract with the Woodlands Library Cooperative from October 1, 2009 through September 30, 2010 as follows:

○ Interlibrary Loan	\$30,600
○ Periodical Purchasing	\$ 4,200
○ Fiscal Services	\$ 4,080
○ Delivery Services	\$18,000
○ Automation Services	<u>\$13,770</u>
	\$70,650

Motion by Trustee Lux, supported by Vice-chair Bourque, to sign a contract with Humana for a Medicare Advantage Plan for library retirees eligible for Medicare who currently receive health care through the library system. Mr. Lux wondered how Medicare Advantage Plan providers make a profit while providing health insurance at such a savings to the library. The motion carried.

Motion by Trustee Lux, supported by Trustee Calder, to modify the Deferred Compensation Plan with Lincoln Life to allow for loans and one time withdrawals. Motion carried.

Motion by Trustee Lux, supported by Vice-chair Bourque to approve an Attendance Policy to take the place of the current Time Off/Time Lost policy. Motion carried.

Motion by Trustee Lux to approve a plan to charge out of county patrons fees for microfilm borrowed from the FamilySearch Center and to charge Monroe County patrons only for renewals. The motion died for lack of support.

Motion by Trustee Lux, supported by Trustee Calder, to charge out of county patrons fees for microfilm borrowed from the FamilySearch Center, including two renewals. Monroe County patrons would not be charged fees. This would be tried for six months and evaluated in January 2010. Ms. Calder felt strongly that there should be no fees for library services for Monroe County residents. The motion carried, with a 3-1 vote.

Motion by Vice-chair Bourque, supported by Trustee Calder to allow Director Colpaert to sign the contract with O'Neal Construction, Ann Arbor, Michigan, for construction management for the Ellis Building Project pending attorney approval and that all questions are answered. Motion carried.

Motion by Trustee Lux, supported by Trustee Calder, to approve a proposal for a network upgrade from DMC, Toledo, Ohio, at a cost of \$32,892. Motion carried.

The board heard a report from Head of Technology Rachel Braden about a planned project for late fall to virtualize the library's servers. Among the benefits of virtualizing servers is less electricity used, less heat dissipated and significant savings in replacement of hardware. Rachel Braden indicated that virtualizing twelve servers onto one machine would result in an environmental impact equal to planting 240 trees or taking 18 cars off the highways. Funds to cover the start-up of this project are included in the 2009 budget.

The board engaged in a discussion of the feasibility of installing filters on public Internet computers in branches. In order to be eligible for discounts under the e-rate program or funding from the American Reinvestment and Recovery Act economic stimulus package, MCLS would need to comply with the Children's Internet Protection Act (CIPA). The board asked for a review of CIPA and any information or recommendations the American Library Association might have compiled on what libraries can do to comply with this legislation. It was noted that the board's position not to use filters was carefully thought out. The financial impact on the library system

and offering patrons a choice not to filter were compelling reasons to continue this discussion. The costs associated with increased bandwidth needed based on the library's plan to add more computers to the network in the coming years and the demands of patrons to download streaming videos, etc. will continue to increase. The ability to apply for discounts through the e-rate program or funding through the ARRA would allow MCLS the opportunity to hold the line on the costs of providing Internet services. Staff will conduct additional research and report back to the board in September.

Motion by Trustee Lux, supported by Trustee Calder, to change the date of the September 14 board meeting to September 21. Motion carried. The board will meet at the Erie Branch Library at 6:00 PM on Monday, September 21.

9. Director's Report

Director Colpaert noted that information on circulation over the past ten years had been included in the board packet. Circulation over the past ten years has increased 56% and it's up 30% over five years ago. June 2009 saw a 20% increase over June 2008. The Big Read has been funded once again for Monroe County for 2010. The title will be Thornton Wilder's The Bridge of San Luis Rey. Library book clubs are including this as one of their titles for next spring.

She noted that a Fun @ Work committee has been formed with plans for recognizing staff achievements through the Hidden Treasure Award. The group is planning a car wash where supervisors will wash employees' cars and a Fall Kick-Off Party. Board members were provided a copy of the staff newsletter published by this committee.

10. Board Comments

Trustee Lux noted that the board has a couple of issues to look at: the FamilySearch microfilm and Internet filtering. He is sure the board will think seriously about these policies and make the best decisions possible.

Vice-chair Bourque complimented the appearance of the Navarre Branch and thanked Amber Reed for hosting the meeting. She also thanked Rachel Braden and the Technology staff for their work on the items on the agenda this evening.

Trustee Calder encouraged staff to pay close attention to the Navarre Branch this fall. With the closure of Lincoln School and many at-risk students being served by Navarre, the needs at the branch may be increasing and hours may need to be adjusted. She appreciated the discussion at the meeting and the opportunities to share thoughts and ask for information. She thanked staff for paying attention to sustainability and green issues with respect to the virtualization of the library's servers.

Chair Taylor thanked Amber for sharing the branch's timeline. She congratulated the three scholarship winners. She also noted that she appreciated the discussions. With property values and penal fines down, even though we are doing well during these "tight times", we don't want to charge for library services, if possible.

11. Public Comment – none.

12. Announcements

Date of Next Board Meeting – Monday, August 10 @ 6:00 p.m., at South Rockwood Branch Library.

Motion by Vice-chair Bourque, supported by Trustee Lux, to cancel the August board meeting. Motion carried.

The next board meeting will be Monday, September 21 @ 6:00 p.m., at the Erie Branch Library, 2065 Erie Rd., Erie.

13. Adjournment

Motion by Trustee Calder, supported by Trustee Lux to adjourn the meeting at 7:17 p.m. Motion carried.

Respectfully submitted,

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MaryAnn Bourque, Secretary Pro-Tem

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Elizabeth J. Taylor, Chair