

**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 December 14, 2009 at the Mary K. Daume Library Service Center, the meeting was called to order at 6 pm by Chair Taylor.

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

Staff: Nancy Bellaire

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

2. Motion by Trustee Calder, supported by Trustee Lux, that the revised agenda be approved as presented. Motion carried.
3. Motion by Vice-chair Bourque, supported by Secretary Gregory, to approve the minutes of the regular board meeting October 19, 2009 as printed. Motion carried.
4. Motion by Trustee Calder, supported by Trustee Lux, to approve the minutes of the budget workshop November 16, 2009 as printed. Motion carried.
5. Public Hearing on Proposed 2010 Budget. The budget has been available at all branch libraries and a notice of tonight's hearing was published in the Monroe Evening News. There was no comment from the public.
6. Public Comment - none
7. Consent Agenda
  - a. Correspondence –
    - Letter from Vickie Koczman, Deputy Clerk, Monroe County Board of Commissioners, announcing the reappointment of Fred Lux to the MCLS Board of Trustees for the term ending December 31, 2014.
    - Email from library patron Stacy Yoas regarding her library card
    - Thank you from family of Nancy Guthrie (mother of processing clerk Trudy Robinson)
    - Thank you from family of Bobetta Whitehead (mother of technology trainer Bobetta Garrison)
    - Petition and Order to strike Personal Property Taxes for the year 2003 from the City of Monroe, dated December 2, 2009
    - Thank you for longevity and one time salary adjustment checks from Laurie Breitner, Head of Collection Services, dated December 9, 2009

- b. Financial Reports – Receive and place October 2009 and November 2009 reports on file

Motion by Vice-chair Bourque, supported by Secretary Gregory, to accept the items on the consent agenda as presented, and place on file. Motion carried.

8. Committee Reports

Finance Committee – Ms. Calder reported on the committee meeting held just prior to the board meeting. She noted that 2009 penal fine income was behind 2008 by 18.35%, \$290,595. She noted that the committee had reviewed a letter requesting support for a feasibility study for Concourse Crossing. The committee directed Ms. Colpaert to correspond with the letter writer noting that the library does not pay for feasibility studies for branches.

Facilities Committee – no report

Policy & Personnel Committee – Several items discussed at the meeting are on the agenda this evening. The board clarified expectations discussed at the November budget workshop for a report on the current compensation package for employees.

Technology Committee – Investigation of RFID technology continues following demonstrations by six vendors. The field has been narrowed to three vendors and references are being checked on the three companies.

Woodlands Update – The cooperative is concerned about state funding. There are adequate reserves to cover shortfalls for the 2009-2010 fiscal year.

Legislative – The state of Michigan continues to experience a poor economy which is impacting on the ability to fund education and libraries among other concerns.

9. Unfinished Business –

- a. Contract with O’Neal Construction , Ann Arbor Michigan, for construction management for the Ellis Building Project
- b. CIPA compliance

10. New Business

- a. Motion by Trustee Calder, supported by Vice-chair Bourque, to approve payment of the bills for the month ending October 31, 2009 in the amount of \$823,836.14 and the month ending November 30, 2009 in the amount of \$582,067.45. Motion carried.
- b. Motion by Trustee Lux, supported by Secretary Gregory, to approve the 2009 year end budget adjustments. Motion carried.

- c. Motion by Trustee Lux, supported by Trustee Calder, to adopt the resolution for the proposed 2010 budget as presented. Motion carried.
- d. Motion by Trustee Calder, supported by Vice-chair Bourque, to receive the Retiree Health Care actuarial report dated December 31, 2008 and place on file. Motion carried.
- e. Motion by Trustee Lux, supported by Vice-chair Bourque, to permit the actuary to present the annual actuarial report to the Retiree Health Care Board of Trustees at their February 2010 meeting. This was suggested by the attorney for the Retiree Health Care Board of Trustees. Motion carried.
- f. Motion by Vice-chair Bourque, supported by Trustee Calder to approve hours changes for Navarre, Newport and Summerfield-Petersburg branches, effective the week of January 4, 2010, as presented. Motion carried.
- g. Motion by Trustee Lux, supported by Trustee Calder, to approve a proposal for continued dental insurance with The Standard. Motion carried.
- h. Motion by Vice-chair Bourque, supported by Trustee Lux, to approve the calendar for board meetings for 2010. Motion carried.
- i. Motion by Secretary Gregory, supported by Trustee Lux, to approve the holiday closings schedule for 2010 with the addition of Sunday, December 26, 2010. Motion carried.
- j. Motion by Trustee Lux, supported by Vice-chair Bourque, to approve "It's a Fine Thing to Do" partners for 2010. Motion carried.

#### 11. Director's Report

Ms. Colpaert congratulated Secretary Gregory on his ten year anniversary of serving on the board and Vice-chair Bourque on her fifth anniversary. Certificates and the books placed in the collection to commemorate the anniversaries were displayed. She reported that the Luna Pier branch will be closed the week of December 21 for some minor renovations with the circulation desk being relocated to allow for a larger programming area. She reported that the City of Monroe had questioned whether there was a sewer or septic tank serving the Daume building. A test concluded that the building is served by a sewer. The library has partnered once again with the county jail system to provide books for both men's and women's populations, including children's books for mothers to read to their children during visits.

#### 12. Board Comments

Ms. Calder was impressed with the programming offered by the branches but suggested that holidays such as Hanukkah, and the lunar holiday Eid, be celebrated as

well. She was pleased to learn of the partnership with the county jail and the increased hours at the Navarre Branch and encouraged library staff to make every effort to extend library services to disadvantaged populations, reaching out to those who need library services the most.

Mrs. Bourque and Ms. Taylor are excited about the Ellis Building project. Would a color board and final plans be available at the January board meeting?

Board members congratulated Mr. Gregory and Mrs. Bourque on their respective anniversaries and wished each other warm holiday greetings.

13. Public Comment – Assistant Director Nancy Bellaire updated the board on the Ellis Building project, sharing a drawing that shows a reworking of the Reference area on the second floor. She explained that the weight of microfilm and filing cabinets had to be addressed and that mechanical engineers recommended moving the microfilm to a separate reinforced area in the southeast corner of that portion of the building.

14. Announcements

Date of Next Board Meeting – Monday, January 11, 2010 @ 6:00 p.m. Ellis Reference and Information Center.

15. Adjournment

Motion by Trustee Lux, supported by Trustee Calder, to adjourn the meeting at 6:43 p.m. Motion carried.

Respectfully submitted,

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Laurence Gregory, Secretary

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Elizabeth J. Taylor, Chairperson