

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 June 8, 2009 at the Blue Bush 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; Laurence Gregory, Secretary, Catharine Calder, Trustee, Fred Lux, Trustee and Nancy Colpaert, Director.

Staff: Nancy Bellaire, Jane Steed, Peg Engel, Rachel Braden, Laurie Breitner, Lou Komorowski

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

2. Motion by Trustee Calder, supported by Vice-chair Bourque, that the agenda be approved as presented. Motion carried.
3. Motion by Trustee Lux, supported by Vice-chair Bourque, to approve the minutes of the regular board meeting May 11, 2009 as printed. Motion carried.
4. Public Comment – Community Librarian Jane Steed welcomed the board to the Blue Bush branch and introduced Branch technician Peg Engel. Ms. Steed shared the 75th anniversary timeline for Blue Bush with the board, noting that it is the newest branch, but will be celebrating 25 years of service in 2011. Ms. Steed explained that the capacity for the branch has been set at 20 individuals, so summer reading programs will be held in the fire truck bays this summer.
5. Greg Fischer of 3M Library Services shared a presentation of Radio Frequency Identification (RFID). He noted that this technology provides a fast, easy, and efficient way to identify, locate and manage library materials. He explained that utilizing RFID would provide gains in efficiency, productivity, staff comfort and customer service. He passed around a sample of an RFID tag and explained that the tag holds information needed to identify and track materials, ensure security, simplify check-in and checkout (for both customers and staff), automate sorting and handling, and manage inventory. Ms. Colpaert explained that a request for information will be sent out soon to determine the costs associated with implementing an RFID system for MCLS.
6. Consent Agenda
Motion by Trustee Lux, supported by Secretary Gregory, to accept the items on the consent agenda as presented, including the May 2009 Financial Report, and place on file. Motion carried.

7. Committee Reports –

Finance Committee – Ms. Calder gave the report. She noted that penal fines are behind last years at this time, but added that we should still be able to make our conservative budget figure.

Facilities Committee – Mrs. Bourque reported that the Facilities committee met with Jim Mumby, Tracy Petrella, and Alyce Reimenschneider last week. The early estimate for the project came in at \$2,790,000, including furnishings. The architects suggested some changes to help minimize the costs including less ambitious changes to the restrooms and no changes to the entrance and vestibule. A third open stairway has been incorporated into new drawings, which were shared with the board.

Policy and Personnel Committee – no meeting.

Technology Committee – no meeting.

Strategic Planning – The committee met last week and brainstormed ideas for a new three year plan. The committee will work on the plan over the summer with a goal of presenting a new plan to the board in September.

Woodlands – State Aid currently is at 32 cents per capita. The proposal for 2009-2010 is 30 cents per capita. There is still no decision on the future of the Library of Michigan in the governor's plan to dissolve the Department of History Arts and Libraries.

Legislative update – Mr. Gregory indicated that the state's budget crisis is worse than expected.

8. Unfinished Business - none

9. New Business

Motion by Trustee Calder, supported by Trustee Lux, to approve payment of the bills for the month ending May 31, 2009, in the amount of \$1,246,702.85. Motion carried.

Motion by Trustee Lux to table approval of the contract with Fanning Howey Associates, Novi, Michigan, for the Ellis Building Project until questions can be answered. There was no support and Mr. Lux withdrew his motion.

Motion by Trustee Lux, supported by Vice-chair Bourque, to approve the contract with Fanning/Howey Associates, Novi, Michigan, for the Ellis Building project, subject to all questions being resolved or explained satisfactorily to Board chair Betsy Taylor, Director Nancy Colpaert and attorney Bruce Laidlaw. Motion carried.

10. Director's Report

Director Colpaert reported that the next meeting with Fanning-Howey for the Ellis Building Project has been tentatively set for Friday, June 19. She will confirm this date and the time with Facilities Committee members.

She noted that Summer Reading is beginning and circulation should increase for the summer months. The Michigan Education Trust and Michigan Education Savings Program are partnering with libraries for promote saving for college.

The Park & Read program, in conjunction with the Michigan Department of Natural Resources, the Library of Michigan and Macy's, has begun.

11. Board Comments

Trustee Calder wondered why our circulation statistics are so stagnant. Director Colpaert will investigate and report back next month. Ms. Calder asked if wireless services could be extended to a larger area such as the entire downtown area of Monroe.

Secretary Gregory noted that one of the library vehicles had been towed during the previous month and wondered if it was due to the many potholes on Monroe County roads.

Trustee Lux stated that he was encouraged by the plans for Ellis. He is intrigued by RFID technology, noting that it would provide opportunities for expanded services.

Chair Taylor thanked Jane Steed and Peg Engel for hosting the meeting. She too is concerned about the circulation and encouraged the Strategic Planning committee to consider ways to address this. She thought that RFID was a good idea.

12. Public Comment – none.

13. Announcements

Date of Next Board Meeting – Monday, July 20 2009 @ 6:00 p.m., at Lillian Stewart Navarre Branch Library, 1135 E. Second St., Monroe.

14. Adjournment

Motion by Trustee Lux, supported by Trustee Calder to adjourn the meeting at 7:10 p.m. Motion carried.

Respectfully submitted,

Laurence Gregory, Secretary

Elizabeth J. Taylor, Chair