

**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 9, 2013 at the Mary K. Daume Library Service Center, the meeting was called to order by Chairperson Elizabeth Taylor at 6:00 p.m. Secretary Bourque confirmed that all board members were present.

Present: Elizabeth Taylor, Chair; Laurence Gregory, Vice-Chair; Maryanne Bourque, Secretary; Catharine Calder, Trustee; Fred Lux, Trustee; and Nancy Bellaire, Director

Staff: Suzanne Krueger, Lou Komorowski

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

2. Motion by Trustee Calder, supported by Vice-Chair Gregory to approve the agenda as amended. Motion carried.
3. Motion by Vice-Chair Gregory, supported by Trustee Calder to approve the minutes of the November 18, 2013 board meeting. Motion carried.
4. Motion by Secretary Bourque, supported by Vice-Chair Gregory to open the Public Hearing on Proposed 2014 Budget. Motion carried. 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. Motion by Trustee Calder, supported by Secretary Bourque to close the public hearing. Motion carried.
5. There was no public comment.
6. Consent Agenda--Motion by Trustee Calder, supported by Trustee Lux, to accept the items on the consent agenda as presented, including the November 2013 Financial Reports, and place on file. Motion carried.
7. Committee Reports
Finance Committee--Mr. Gregory reported that Finance had met prior to the board meeting to review financial correspondence, reports, and penal fine information from the past month. Also reviewed were the resolution to adopt the budget, the year-end budget adjustment resolution, and a proposal for the 2013 audit, which are on the agenda tonight. He indicated that we have received about 96% of our anticipated revenue for the year and that about 84% of our planned expenditures had been recorded. He mentioned that we had met our conservative projection for penal fine revenue of \$1,150,000.
Facilities Committee—Trustee Calder reported that Facilities did not meet.

Policy and Personnel Committee--Secretary Bourque reported Policy and Personnel had met to discuss the request to post a Youth Technician position for the Frenchtown Area Libraries, up to 29 hours per week, as well as the MeICat Visiting Patron and MILibraryCard programs, which are on the agenda tonight.

Technology Committee--No meeting.

Woodlands Update—Trustee Gregory reported that the biggest topic of conversation of late is the MeICat Visiting Patron and MILibraryCard programs.

Legislative Update—Vice-Chair Gregory stated that the biggest legislative issue on the horizon is the statewide vote scheduled for August relating to Personal Property Taxes.

8. Unfinished Business—None.

9. New Business--Motion by Trustee Calder, supported by Vice-Chair Gregory, to approve payment of the bills for the month ending November 30, 2013 in the amount of \$212,639.11. Motion carried.

Motion by Secretary Bourque, supported by Trustee Calder to adopt the resolution concerning the 2013 year end budget adjustments. Motion carried.

Motion by Trustee Lux, supported by Mr. Gregory to adopt the Resolution of Proposed Budget for 2014. Motion carried.

Motion by Vice-Chair Gregory, supported by Trustee Calder, to re-appoint Fred Lux to a one-year term as board representative to the MCLS Retiree Health Care Trust. Motion carried.

Motion by Vice-Chair Gregory, supported by Secretary Bourque to approve posting a Youth Services Technician posting, up to 29 hours, for the Frenchtown Area Libraries. Motion carried.

Motion by Trustee Lux, supported by Trustee Calder to accept the Audit Proposal from Cooley Hehl Wohlgamuth & Carleton in the amount of \$10,500. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux to approve closing all branches/departments for ½ day on January 10 for training. Motion carried.

Motion by Secretary Bourque, supported by Vice-Chair Gregory to approve MCLS' participation in the MeICat visiting Patron Program. Motion carried.

Motion by Ms. Calder, supported by Mr. Gregory to approve MCLS' participation in the MILibraryCard reciprocal borrowing program. Motion carried.

Motion by Trustee Calder, supported by Vice-Chair Gregory to approve the purchase of a drop box for the Navarre branch at a cost not to exceed \$6000. Motion carried.

10. Director's Report—Ms. Bellaire thanked the board for their work and time this year and reported on a news article describing planned construction on I-75 from "275" to the Ohio State Line. She invited them to attend the January 10 All Staff Training Day to be held at Ellis. Their keynote speaker will be Kevin King of Kalamazoo Public Library. The topic of the program will be Innovation.

11. Board Comments

The board wished those present a happy holiday season.

Trustee Calder was pleased to see so many after school programs and happy that both visiting library card proposals had passed. She hopes to see additional holiday programs that represent our diverse population in future calendars.

Secretary Bourque said that she was glad that we were able to purchase a drop box for Navarre and complimented Ms. Bellaire on the 2014 budget.

Trustee Lux thanked the board for appointing him to the Retiree Health Care Board and complimented the Technology Department for their work in selecting Sharefiles for board packets.

Vice-Chair Gregory thanked Nancy Bellaire and staff for a good year and for representing the Library.

Chair Taylor thanked the board and Nancy Bellaire for a great year.

12. Public Comment-none.

13. Announcements

Date of Next Board Meeting—Monday, January 13, 2014 @ 5 p.m. at the Ellis Library and Reference Center, 3700 South Custer, Monroe, Michigan

14. Adjournment

Motion by Catharine Calder, supported by Larry Gregory to adjourn the meeting at 6:28 p.m. Motion carried.

Respectfully submitted,

Maryanne Bourque, Secretary

Elizabeth Taylor, Chair