

**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 September 9, 2013 at the Vivian Branch Library, the meeting was called to order by Chairperson Elizabeth Taylor at 6:00 p.m. Roll call by Secretary Bourque followed:

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

Staff: Lou Komorowski, Jane Steed, and Barbra Krueger

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

2. Motion by Vice-Chair Gregory, supported by Trustee Calder to approve the agenda as revised. Motion carried.
3. Motion by Trustee Lux, supported by Secretary Bourque to approve the minutes of the July 8, 2013 board meeting. Motion carried.
4. Motion by Secretary Bourque, supported by Trustee Lux to approve the minutes of the special board meeting of August 27, 2013. Motion carried.
5. Under public comment, Dorsch Youth Services Technician Barbra Krueger shared information on early literacy, pre-reading skills, and also several picture books. Community Librarian Jane Steed welcomed the board to Vivian and thanked them for visiting local branches.
6. Consent Agenda--Motion by Vice-Chair Gregory, supported by Trustee Calder, to accept the items on the consent agenda as presented, including the July and August 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 reports and penal fine information from the past two months. He indicated that we have received about 92% of our anticipated revenue for the year and that expenditures were running at about 64%. He said that a website contract, 4 Woodlands contracts, and a few positions to post appear on the agenda as action items.
Facilities Committee--Trustee Calder reported that Facilities did not meet.
Policy and Personnel Committee--Secretary Bourque reported that P and P did not meet this month but minutes from the July meeting are in board packets.
Technology Committee--no meeting.

Woodlands Update—Trustee Gregory reported that the Woodland issues had been covered in Director Bellaire's report to the board and that the reception for retiring Woodlands Director Jim Seidl will be held on September 29 in Albion. Mr. Gregory plans to attend the Governing Board meeting on September 19.

Legislative Update—Vice-Chair Gregory stated that there was no legislative news of consequence this month.

8. Unfinished Business—None.

9. New Business-Motion by Mrs. Bourque, supported by Mr. Lux, to approve payment of the bills for the month ending July 31, 2013 in the amount of \$464,376.51. Motion carried.

Motion by Vice-Chair Gregory, supported by Trustee Calder to approve payment of the bills for the month ending August 31, 2013 in the amount of \$280,330.48. Motion carried.

Motion by Secretary Bourque, supported by Trustee Lux to approve sending out the 2013 tax notices based on figures provided by the Equalization Department. Motion carried.

Motion by Trustee Lux, supported by Secretary Bourque to approve the membership contract with the Woodlands Library Cooperative. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux to approve service contracts with the Woodlands Library Cooperative from 10/1/13-9/30/14 as follows:

○ Fiscal Services	\$ 5,080.00
○ Delivery	\$36,000.00
○ RIDES Delivery (est.)	\$ 3,750.00
○ Automation Services	<u>\$13,500.00</u>
	\$58,330.00

Motion passed.

Motion by Trustee Calder, supported by Vice-Chair Gregory to approve posting 2--10 hour page positions for Ellis due to resignations. Motion carried.

Motion by Mrs. Bourque, supported by Mr. Gregory to approve the contract with Boxcar Studios of Ann Arbor, Michigan in the amount of \$32,963 for website design. Motion carried.

10. Director's Report—Ms. Bellaire announced the retirement of Bluebush Branch Technician Peg Engel, effective mid-December. A request to fill the position will be on the October agenda. She shared a modification to our logo proposed by the Web committee and announced that the Michicard Program, previously thought to expire on October 1, has been extended through December 31. Director Bellaire shared that we are in receipt of a \$500 grant stipend from The Library of America to support Civil War programs from October 2013-September 2014. She also reported that Trustee Gregory's brother, Michigan Senator Vincent Gregory, was a featured speaker at September's Detroit Suburban Library Roundtable gathering.

11. Board Comments

Trustee Calder shared that she was fortunate to participate in a walking tour of Monroe, touring the Dorsch Branch, along with 32 guests from China. She reported that she attended Ida's ten year celebration and the memorial for former board member Liz Koster, stating that it was a lovely service in a lovely facility to honor a great advocate for the community and libraries.

Trustee Lux thanked Jane Steed for hosting the board and Barbra Krueger for the informative presentation.

Secretary Bourque said that she is glad that we are working with families on early literacy and thanked Nancy Bellaire for keeping the board up to date on the recent newspaper articles regarding penal fines.

Vice-Chair Gregory thanked the Vivian staff for hosting the meeting and also thanked Nancy Bellaire for her efforts to educate the staff and community about penal fines.

Chair Taylor thanked Jane Steed and joined her colleagues in thanking Barbra for her work in early literacy. She indicated that ISD's Head Start students are benefiting from our programs as well.

12. Public Comment-none.

13. Announcements

Date of Next Board Meeting—Monday, October 21, 2013 @ 6 p.m. at the Bedford Branch , 8575 Jackman Road, Temperance, Michigan

14. Adjournment

Motion by Secretary Bourque, supported by Vice-Chair Gregory to adjourn the meeting at 6:33 p.m. Motion carried.

Respectfully submitted,

Maryanne Bourque, Secretary

Elizabeth Taylor, Chair