

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 October 21, 2013 at the Bedford Branch Library, the meeting was called to order by Chairperson Elizabeth Taylor at 6:01 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: Jodi Russ, Rachel Braden Lou Komorowski,

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

2. Motion by Secretary Bourque, supported by Trustee Calder to approve the agenda as presented. Motion carried.
3. Motion by Trustee Lux, supported by Vice-Chair Gregory to approve the minutes of the September 9, 2013 board meeting. Motion carried.
4. Under public comment, Bedford Community Librarian Jodi Russ welcomed the board to Bedford and introduced Bedford Advisory Board member Ed Throm. She invited those present to attend the 33rd annual Arts for our Future juried art show on November 3.
5. Consent Agenda--Motion by Trustee Calder, supported by Secretary Bourque, to accept the items on the consent agenda as presented, including the September 2013 Financial Reports, and place on file. Motion carried.
6. 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. He indicated that we have received about 94% of our anticipated revenue for the year and that about 68.5% of our planned expenditures had been recorded. He indicated that board members should take a moment to look over financial data from the past 10 Septembers, provided by Ms. Bellaire.
Facilities Committee--Trustee Calder reported that Facilities did not meet.
Policy and Personnel Committee--Secretary Bourque reported that Policy and Personnel had met before the board meeting and had agreed upon a timeline for Ms. Bellaire's performance review. Using the form adopted in previous years, board members are to submit comments to P and P Chair Bourque by November 8. The performance review will take place on November 18 in closed session if desired by Ms. Bellaire.

Technology Committee-Trustee Lux reported that due to scheduling conflicts the committee had not met but that the 2014-2017 Technology Plan had been sent to all board members in advance and that there was an action item on the agenda to accept the plan.

Woodlands Update—Trustee Gregory reported that he had attended the Woodlands meeting last month and that new Woodlands Director Kate Pohjola Andrade has reported for duty in Albion. He suggested that board members look over materials provided regarding the end of the Michicard program, now scheduled for December 31.

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

7. Unfinished Business—None.

8. New Business-Motion by Ms. Calder, supported by Mrs. Bourque, to approve payment of the bills for the month ending September 30, 2013 in the amount of \$243,706.96.

Motion carried.

Motion by Secretary Bourque, supported by Trustee Lux to accept the actuarial report for the Retiree Health Care Trust from Gabriel Roeder Smith for the year ending December 31, 2012 and place on file. Motion passed.

Motion by Ms. Calder, supported by Mrs. Bourque to approve the Technology Plan for the years 2014-2017. A Brief discussion of the highlights of the plan followed. Motion carried.

Motion by Trustee Calder, supported by Vice-Chair Gregory to approve posting a 29 hour Branch Technician position for Bluebush due to the upcoming retirement of Peg Engel. Motion carried.

Motion by Mr. Lux, supported by Mr. Gregory to approve posting up to 24 clerical hours for Dorsch due to a resignation. Motion carried.

Motion by Trustee Calder, supported by Secretary Bourque to recommend to the Monroe County Board of Trustees the reappointment of Laurence Gregory as his term expires December 31, 2013. Motion carried.

9. Director's Report—Director Bellaire reported on surveys being conducted in branches this month as well as an hours survey, which is available online as well. She shared a photo of a long crack which has recently developed on the ceiling of the Rasey Branch in Luna Pier and reminded the board of the large events coming up in the coming weeks: Bedford's art show as mentioned by Jodi Russ on November 3 as well as the weekend long author events at Ellis, November 8-10.

10. Board Comments

The board thanked Bedford and Jodi Russ for hosting the board meeting.

Trustee Lux thanked Rachel Braden for being on hand to summarize the highlights of the technology plan. He reported that his board packet did not arrive at his home in time for the meeting and though the most important information was e-mailed to him, he suggested that we pick up the thought of electronic board packets again. Discussion followed. Rachel will compare the product that the ISD is using with MyCommittee, the product that we have been testing.

Trustee Calder alerted the board to an article broadcast on National Public Radio about the importance of literacy and libraries especially for rural libraries and job seekers. She asked about the status of the statistical study underway by staff. Jodi Russ reported on information gathered so far by Jennifer Grodnoski, Jeff Anderson and herself, indicating that their report would be ready in the next month or so and can be presented at the board's convenience. Secretary Bourque thanked Nancy Bellaire for providing the board with the article that appeared in the Monroe Evening News, "Really, it's all free! No Scam here", celebrating the public library.

Vice-Chair Gregory agreed with his colleagues and thanked Nancy Bellaire for providing the calendar of events at the end of her director's report.

Chair Taylor followed up on a question about public use of programming room at Ellis, and policies of other branch community rooms. Discussion followed relating to these issues as well as parking at Ellis. Ms. Bellaire will plan to allocate some funds in the 2014 budget to study parking at Ellis.

11. Public Comment-Lou Komorowski described scheduling conflicts surrounding the program room even without use by the public.

12. Announcements

Date of Next Board Meeting—Monday, November 18, 2013 @ 5 p.m. at the Mary K. Daume Library Service Center, 840 South Roessler St, Monroe, Michigan

13. Adjournment

Motion by Vice-Chair Gregory, supported by Trustee Lux to adjourn the meeting at 6:45 p.m.
Motion carried.

Respectfully submitted,

Maryanne Bourque, Secretary

Elizabeth Taylor, Chair