

**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 20, 2014 at the Carleton Branch Library, the meeting was called to order by Chair Taylor at 5:03 p.m. Secretary Bourque called roll.

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

Trustee Cathe Calder arrived at 5:10.

Staff: Lou Komorowski; David Ross; Jadin Howton

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

2. Motion by Vice-Chair Gregory, supported by Trustee Lux to approve the agenda as presented. Motion carried.
3. Motion by Secretary Bourque, supported by Vice-Chair Gregory to approve the minutes of the September 8, 2014 board meeting. Motion carried.
4. Under public comment, Senior Youth Technician, Jadin Howton shared information about a literacy project under development, 1000 Books Before Kindergarten, a program that encourages families and caregivers to read 1000 books to children before they enter school.
5. Consent Agenda -- Motion by Trustee Lux, supported by Trustee Calder, to accept the items on the consent agenda as presented, including the September 2014 Financial Reports, and place on file. Motion carried.
6. Committee Reports
Finance Committee – Mr. Gregory said that the committee had met prior to the board meeting with Director Bellaire to review financial reports for September and correspondence. He indicated that we have received 95.4% of our projected revenue and that with 75% of the year behind us, we have spent about 68% of our budgeted expenditures.
Facilities Committee -- No meeting.
Policy and Personnel Committee – No meeting.
Technology Committee – No meeting.
Woodlands Update – Mr. Gregory reported that the Woodlands Governing Board had conducted their Director’s performance, rating her as “outstanding” overall. She will be on Maternity Leave starting sometime in January.

Legislative Update – Mr. Gregory said that most activities in Lansing currently relate to the election and that there will likely be another attempt to rush through issues during the lame duck session.

7. Unfinished Business -- None.

8. New Business-Motion by Trustee Calder, supported by Vice-Chair Gregory to approve payment of the bills for the month ending September 30, 2014 in the amount of \$276,052.84. Motion carried.

Motion by Mr. Gregory, supported by Mr. Lux to approve posting a clerical position for Dundee, up to 20 hours, due to a resignation. Motion carried.

Motion by Ms. Calder, supported by Mr. Gregory to approve posting a clerical position, up to 20 hours for Ellis, due to a resignation. Motion carried.

Motion by Secretary Bourque, supported by Vice-Chair Gregory, to approve the service agreement with Dundee Township. Motion carried.

Motion by Mr. Lux, supported by Mrs. Bourque, to go into executive session at 5:19 for the purpose of conducting the Director's annual performance review. Lux: yes; Calder: yes; Taylor: yes; Gregory: yes; Bourque: yes. Motion carried.

The regular meeting resumed at 5:29.

Motion by Trustee Calder, supported by Vice-Chair Gregory to grant Ms. Bellaire a 2% merit raise effective October 19 for the satisfactory performance review. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux to approve posting two full time positions, up to 40 hours, for the Collection Services Department due to retirements. Motion carried.

9. Director Bellaire and Chair Taylor presented Vice-Chair Gregory with a certificate honoring and thanking him for 15 years of service to the MCLS as a board member. Ms. Bellaire also shared a "Hero for CAN certificate of recognition awarded to MCLS at the annual CAN (Child Advocacy Network) breakfast on October 8. Ms. Bellaire presented information that she and Chair Taylor received at a meeting with officials from the Milan Public Library and passed along their verbal request for our assistance in their attempts to become a District Library. The board took no action on the request.

10. Board Comments

The board thanked David Ross for hosting the meeting.

Trustee Lux offered congratulations to Director Bellaire for the positive performance Review.

Ms. Calder also congratulated Mrs. Bellaire on her evaluation and thanked Lou Komorowski for the great tour for Meadow Montessori students.

Vice-Chair Gregory said that he will miss Fred Lux on the MCLS board and offered thanks and congratulations to Nancy Bellaire.

Secretary Bourque recapped portions of the All Staff Day event, highlighting the "Who's Your Gladys?" keynote as well as the Michigan Electronic Library overview.

Chair Taylor said that it was great to visit Carleton and suggested that the board consider revising the director's performance review form for next year as it has been in use for many years. She also acknowledged the letter from Trustee Lux indicating that he will not seek another term on the board, adding that he will be missed.

11. Under public comment, David Ross thanked the board for visiting Carleton.

12. Announcements

Date of Next Board Meeting -- Monday, November 10 @ 5 p.m. at the Mary K. Daume Library Service Center, Monroe, Michigan

13. Adjournment

Motion by Vice-Chair Gregory, supported by Secretary Bourque to adjourn the meeting at 5:55 p.m. Motion carried.

Respectfully submitted,

Maryanne Bourque, Secretary

Elizabeth Taylor, Chair