

**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 July 14, 2014 at the Bedford Branch Library, the meeting was called to order by Vice-Chair Gregory at 5:00 p.m. Secretary Bourque called roll.

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

Catharine Calder, Trustee arrived at 5:05 p.m.

Chair Taylor was excused.

Staff: Jodi Russ, Lou Komorowski, Jeff Anderson, Jessica Otto, Suzanne Krueger, Cindy Green

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

2. Motion by Trustee Lux, supported by Secretary Bourque to approve the agenda as presented. Motion carried.
3. Motion by Trustee Lux, supported by Secretary Bourque to approve the minutes of the May 10, 2014 board meeting. Motion carried.
4. Under public comment, Community Librarian Jodi Russ and Bedford Advisory Board Treasurer Ed Throm thanked the Board for meeting in Bedford and shared information about the upcoming election, specifically about a ballot proposal for operating funds for the Bedford Branch.
Collection Services staff Jessica Otto and Jeff Anderson updated the Board on digital formats/materials currently available for libraries and how MCLS is including them in our collections.
5. Consent Agenda -- Motion by Trustee Calder, supported by Secretary Bourque, to accept the items on the consent agenda as presented, including the June Financial Report, 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 reports and correspondence. He indicated that through the month of June, 50% of the year, we have received about 90% of our projected income and spent just over 46% of our projected expenditures. He noted that there were items on the agenda tonight including those relating to our circulation system upgrade, positions to fill, and tax notices.

Facilities Committee -- No meeting.

Policy and Personnel Committee -- Secretary Bourque reported that Policy and Personnel had not met this month but that there were minutes included in the packet from last month.

Technology Committee -- Mr. Lux reported that Technology had met on June 18 and that there were two action items on the agenda tonight under new business relating to Technology.

Woodlands Update -- Mr. Gregory reported that Woodlands will not have a July meeting and reminded board members that Woodlands will be hosting an all-day strategic planning session on August 21, from 10-5.

Legislative Update -- Mr. Gregory reported that the absentee ballots for the August 5 election are out and thanked those present for the update on the Bedford proposal.

7. Unfinished Business -- None.

8. New Business-Motion by Secretary Bourque, supported by Trustee Lux, to approve payment of the bills for the month ending June 30, 2014 in the amount of \$537,936.98. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux to approve contract with Innovative Interfaces for circulation system software upgrade in the amount of \$42,200. Motion carried.

Motion by Secretary Bourque, supported by Trustee Lux to approve acceptance of quote of \$10,873 from Innovative Interfaces for text message alerts for library notices. Motion carried.

Motion by Secretary Bourque, supported by Trustee Lux to approve posting Page positions for Dorsch, total up to 18 hours due to resignations. Motion carried.

Motion by Trustee Calder, supported by Secretary Bourque to approve posting a Page position for Newport, up to 5 hours, due to a resignation.

Motion by Mr. Lux, supported by Ms. Calder to approve posting a Page position, up to 10 hours, for Ellis due to a resignation. Motion carried.

Motion by Mr. Lux, supported by Mrs. Bourque, to approve posting two Clerk positions, up to 24 and 25 hours, for Bedford due to resignations. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux, to accept the audit proposal from Cooley Hehl Wohlgamuth & Carlton for a period of three years: 2014 -- \$10,800; 2015 -- \$11,000; 2016 -- \$11,300. Motion carried.

Motion by Trustee Lux, supported by Secretary Bourque to approve service agreements with the following units of government: City of Luna Pier, Summerfield Township. Motion carried.

Motion by Trustee Calder, supported by Trustee Lux to approve sending out 2014 tax notices based on figures provided by the Equalization Department. Motion carried.

Motion by Secretary Bourque, supported by Trustee Lux to cancel the August 11 board meeting. Motion carried.

9. Director Bellaire announced that the new website has debuted and that the new copiers have been delivered and installed. Compliments go out to the Technology Department and

Website committee for two successful launches this month. She informed the board that the individual convicted for indecent exposure at Dorsch has been sentenced for 25 to 70 years in prison due to multiple offenses, resisting arrest, etc. Ms. Bellaire invited Ida Community Librarian Suzanne Krueger to share information regarding next year's One Book One Community Title, *American Way of Eating* by Tracy McMillan. Plans for MCLS' participation in the Monroe County Fair were discussed.

10. Board Comments

The board thanked Jodi Russ for hosting the meeting.

Ms. Calder thanked staff for the presentation on digital materials and asked if one of the vendors listed in the financial packet is a new supplier and whether they are a local company.

Trustee Lux announced that his term on the board will expire at the end of December and that he will not be seeking reappointment and that he plans to inform the Monroe County Board of Commissioners of this in September. He also expressed his opinion that in seeking pricing for services and products, the Library should be careful not to restrict their search to Monroe County, and suggested that sometimes it is in the best interest of the Library to seek pricing from elsewhere.

Secretary Bourque thanked Jodi and Mr. Throm for the information relating to the Bedford election and expressed her hopes for a successful outcome.

Vice-Chair Gregory also thanked staff for their enlightening presentations.

11. Under public comment, Jodi Russ invited the board to several upcoming activities in Bedford ranging from an outdoor art fair to the Garden Tour. She also unveiled an artist's model of a proposed donor tree for the branch.

Suzanne Krueger thanked the board for including the new copiers in the 2014 budget and described a situation where she was able to scan and send documents to a realtor for a military family—a service that we would not have been able to provide previously. She also expressed her excitement about the new text messaging software.

12. Announcements

Date of Next Board Meeting -- Monday, September 8 @ 5 p.m. at the Summerfield-Petersburg Branch Library, Petersburg, Michigan

13. Adjournment

Motion by Mrs. Bourque, supported by Mr. Lux to adjourn the meeting at 6 p.m. Motion carried.

Respectfully submitted,

Maryanne Bourque, Secretary

Laurence Gregory, Vice-Chair