

**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 November 10, 2014 at the Mary K. Daume Library Service Center, the meeting was called to order by Chair Taylor at 5:01 p.m. Secretary Bourque called roll.

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

Excused: Cathe Calder, Trustee

Staff: Lou Komorowski; Suzanne Krueger; Carol Laurie  
MCLS Retiree: Peg Engel

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 Trustee Lux, supported by Secretary Bourque to approve the minutes of the October 20, 2014 board meeting. Motion carried.
4. Under public comment, MCLS retiree Peg Engel discussed the estimated costs received for the BCN Retiree Health Care Premium and requested that the board consider allowing retirees to pay 20% under the 80/20 rule instead of the balance of the premium after the hard cap is applied. MCLS employee Carol Laurie asked if the board would consider allowing retirees to choose alternate health insurance annually instead of being required to keep the coverage chosen upon retirement.
5. Consent Agenda - Motion by Vice-Chair Gregory, supported by Trustee Lux, to accept the items on the consent agenda as presented, including the October 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 October and related financial correspondence. He indicated that we have received 96.7% of our projected revenue and that with 83.3% of the year behind us, we have spent about 74% of our budgeted expenditures.  
**Facilities Committee** - Facilities Committee minutes were included in the packet, updating the board on floor repairs needed in the Daume Technology area as well as discussions relating to branch updates.  
**Policy and Personnel Committee** – No meeting.

**Technology Committee** – No meeting.

**Woodlands Update** – Mr. Gregory reported that the Woodlands Governing Board will meet on November 18.

**Legislative Update** – Mr. Gregory said that eyes are now on the lame duck session in Lansing, with legislator trying to wrap up issues before the holidays and before their terms expire.

7. Budget Workshop

Chair Taylor asked Director Bellaire to discuss the proposed 2015 budget starting with Revenue. Mrs. Bellaire said that the draft budget sets the expected revenue at \$7,084,085 which is down from the \$7,237,396 figure approved for our 2014 budget. Property Tax revenue is expected to be reduced by about \$36,000 and our Penal Fine line item will remain at \$1,150,000, a conservative estimate based on historical data.

She said that proposed expenditures for 2015 have been set at \$7,483,765, down from 2014's planned \$7,626,666. The percentage breakdowns for staff costs including retiree costs remain similar to those of the past several years, in the 70-71% range. She said that the Page I wage was increased in September to comply with the new minimum wage and that an increase in the Page II position is being recommended in the new budget. Services and supplies make up about 14% of the budget with about 11% allocated to materials.

8. Unfinished Business -- None.

9. New Business - Motion by Trustee Lux, supported by Vice-Chair Gregory to approve payment of the bills for the month ending October 31, 2014 in the amount of \$241,546.94. Motion carried.

Motion by Mrs. Bourque, supported by Mr. Gregory to approve posting a Community Librarian position for Erie/Luna Pier, 40 hours, due to a retirement. Motion carried.

Motion by Ms. Bourque, supported by Mr. Gregory to deny the request for retirees to choose alternative health insurance at this time. Motion carried. Chair Taylor directed Mrs. Bellaire to seek legal advice and referred this topic to Policy and Personnel to discuss at a later time.

Motion by Vice-Chair Gregory, supported by Secretary Bourque to retain the hard cap rule for Retiree health insurance premiums. Gregory - yes; Bourque - yes; Taylor - yes; Lux - no. Motion carried.

Motion by Secretary Bourque, supported by Vice-Chair Gregory to keep the Board's compensation at the 2014 level. Motion carried.

Motion by Fred Lux, supported by Maryanne Bourque to increase the Page II wage to \$8.90, effective January 1. Motion carried.

Motion by Fred Lux, supported by Maryanne Bourque to increase the wage scale by 2% without the 17<sup>th</sup> step, not including Page II, which was previously addressed, effective January 1. Motion carried.

Motion by Secretary Bourque, supported by Vice-Chair Gregory to grant a 2% increase in Director Bellaire's salary, effective January 1. Motion carried.

Motion by Trustee Lux, supported by Vice-Chair Gregory to reject the proposed wage chart containing the 17<sup>th</sup> step. Motion carried.

Additional discussion regarding staff compensation followed. Chair Taylor directed Mrs. Bellaire to provide the board with costs for a \$250 and \$500 pro-rated, one-time-

compensation adjustment.

Motion by Trustee Lux, supported by Vice-Chair Gregory to approve the issuance of the 13<sup>th</sup> check for eligible MCLS retirees as calculated in the actuarial report. Motion passed.

Motion by Trustee Lux, supported by Secretary Bourque to approve the proposed Board meeting schedule as proposed. Motion carried.

Motion by Secretary Bourque, supported by Vice-Chair Gregory to approve the holiday closings and Sunday hours for 2015 as presented. Motion carried.

Motion by Mr. Gregory, supported by Mrs. Bourque to approve the list of “It’s a Fine Thing to do” partners for 2015 as proposed. Motion Carried.

10. Director’s report - Ms. Bellaire said that she felt that she had covered all planned topics for the meeting.

11. Board Comments

Secretary Bourque complimented staff on a wide variety of creative programs from tree lighting to new devices gift ideas.

Vice-Chair Gregory thanked staff and board for the comments and demonstrated care that helped contribute to good decisions made tonight.

Trustee Lux thanked Nancy and staff for the tremendous amount of work and rationale behind the budget. He thanked the other Board members for working together for the betterment of the System.

Chair Taylor also thanked her colleagues and said that though we are being careful, we were still able to produce a good package for employees.

12. Under public comment, Lou Komorowski thanked the board for their careful decision making.

13. Announcements

Date of Next Board Meeting - Monday, December 8 @ 5 p.m. at the Mary K. Daume Library Service Center, Monroe, Michigan

14. Adjournment

Motion by Vice-Chair Gregory, supported by Secretary Bourque to adjourn the meeting at 6:36 p.m. Motion carried.

Respectfully submitted,

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Maryanne Bourque, Secretary

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Elizabeth Taylor, Chair