

**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 12, 2016 at the Frenchtown-Dixie Branch Library, the meeting was called to order by Vice-Chair Bourque at 5:05 p.m. Secretary Calder called roll.

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

Excused: Larry Gregory, Chair, and Bernie Smith, Trustee

Staff: Jane Steed, Lou Komorowski

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

2. Motion by Trustee Taylor, supported by Secretary Calder to approve the agenda as revised. Motion carried.
3. Motion by Secretary Calder, supported by Trustee Taylor to approve the minutes of the July 11, 2016 board meeting. Motion carried.
4. Public Comment – Frenchtown Community Librarian Jane Steed welcomed the board to Frenchtown and shared information about the recent “Sweet Sixteen” birthday party activities presented at Frenchtown-Dixie.
5. Consent Agenda – Motion by Trustee Taylor, supported by Secretary Calder, to accept the items on the consent agenda as presented, including the July and August 2016 Financial Reports, and place on file. Motion carried.
6. Committee Reports
  - Finance Committee** – Mrs. Taylor reported that the Finance Committee had met before the board meeting to discuss the financial reports, actuarial report, and legal notices received this month. Our Retiree Health Care is funded at about 65%, which is a very good ratio for retiree health care plans. She noted that there are Woodlands contract items later on the agenda and that penal fines are slightly under average for the month.
  - Facilities Committee**—No meeting.
  - Policy and Personnel Committee** —Mrs. Bourque reported that Policy and Personnel is reviewing sample performance reviews from elsewhere in Michigan and plan to have a revised form ready for the October board meeting.
  - Technology Committee** – No meeting.

**Woodlands Update** – Mrs. Bellaire reported that the contracts will be sent to Woodlands in time for the Governing Board meeting on Thursday.

**Legislative Update** – Mrs. Bellaire will attend the Detroit Suburban Roundtable Legislative update in Chesterfield on September 16.

7. Unfinished Business – None.

8. New Business – Motion by Secretary Calder, supported by Trustee Taylor, to approve payment of the bills for the month ending July 31, 2016 in the amount of \$262,204.96. Motion carried.

Motion by Betsy Taylor, supported by Catharine Calder to approve payment of the bills for the month ending August 31, 2016 in the amount of \$219,503.59. Motion carried.

Motion by Trustee Taylor, supported by Secretary Calder to accept the Monroe County Library System VEBA Health Trust Actuarial Report from Gabriel Roeder Smith for the year ending December 31, 2015 and to place the report on file. Motion carried.

Motion by Secretary Calder, supported by Trustee Taylor to approve Friends of the Library serving wine for a preview of new Digital Collections on the evening of December 2 or 3. Motion carried.

Motion by Secretary Calder, supported by Trustee Taylor to schedule the Director's performance review for the November meeting. Motion carried.

Motion by Secretary Calder supported by Trustee Taylor to approve the 2016-17 Membership Contract as well as Fiscal Services and Automation Services contracts with the Woodlands Library Cooperative in the amount of \$18,580. Motion carried.

Motion by Trustee Taylor, supported by Secretary Calder to approve the 2016-17 Delivery and RIDES contracts with the Woodlands Library Cooperative in the amount of \$38,258.00. Motion carried.

9. Director's Report – Mrs. Bellaire shared a complimentary letter to the editor from the Monroenews and the event schedule for the 2016 Michigan Library Association conference which will be held in Lansing next month. She also shared a certificate received in recognition of Bedford's participation in this year's Relay for Life and unofficial notification that the Ellis Friends' Blues grant has been at least partially funded for 2017.

10. Board Comments

The board thanked Jane for hosting the meeting. Betsy Taylor said that she was looking forward to seeing the new digital collection when it is ready. Cathé Calder thanked Nancy Bellaire for including the guide to local fishing in the packet. Maryanne Bourque said that she is excited to watch the progress on the new South Rockwood branch.

11. Public Comment – None.

12. Announcements

Date of Next Board Meeting—October 17 @ 5 p.m. at the Newport Branch Library, Newport, Michigan.

13. Adjournment

Motion by Catharine Calder, supported by Betsy Taylor to adjourn the meeting at 5:38 pm. Motion carried.

Respectfully submitted,

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Maryanne Bourque, Vice-Chair

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Catharine Calder, Secretary