

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 June 11, 2018, at the Frenchtown-Dixie Branch Library, the meeting was called to order by Chair Bourque at 5:00 p.m. Ms. Bourque declared that a quorum was present.

Present: Maryanne Bourque, Chair; Bernie Smith, Vice-Chair; Larry Gregory, Trustee; Mike Grodi, Trustee, arrived at 5:03; and Nancy Bellaire, Director

Excused: Catharine Calder, Secretary

Staff: Lou Komorowski; Barbara Krueger; Anne Holton; Jane Steed; Sandy Calkins

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

2. Motion by Bernie Smith, supported by Larry Gregory, to approve the agenda as presented. Motion carried.
3. Motion by Larry Gregory, supported by Bernie Smith, to approve the minutes of the May 14, 2018 meeting. Motion carried.
4. Public Comment – Jane Steed welcomed the board to Frenchtown. She suggested that the board take a look at the art displays of “Tammy” and the Sturgeon provided by the River Raisin Institute. She also introduced Youth Services Technician, Anne Holton. Anne shared information about the 2018 Summer Reading Program, Libraries Rock. Deb Sabo reviewed the audit report and accompanying letters with the board. She noted that it was a clean opinion, the highest opinion you can get. She thanked Sandy Calkins and Nancy Bellaire for their assistance in preparing for the field work. She noted that the net increase in our fund balance for the year was \$92,563.
5. Consent Agenda – Motion by Mr. Gregory, supported by Mr. Grodi, to accept the items on the consent agenda as presented, including the May 2018, Financial Reports, and place on file. Motion carried.
6. Committee Reports
Finance Committee – Mrs. Bourque reported that she met with Nancy Bellaire prior to the board meeting to review financial reports for May as well as the financial correspondence and our audit which was just discussed. We have received about 86% of our expected revenue and expended about 33% of budget with 42% of the year complete. Penal fines are coming in and we are on track to meet our conservative budget for this line item. Detroit Edison has filed an appeal with the Michigan Tax Tribunal for tax relief on the

Fermi 2 Power Plant. We believe that they have also filed for a reduction on the Monroe Power Plant, but the filing has not yet been verified by the City of Monroe.

Facilities Committee – No meeting, but our Daume parking lot repair and generator project bids should be available by our next meeting.

Policy and Personnel Committee – No meeting. The Personnel Handbook update appears on the agenda below.

Technology Committee – The committee met on June 8 to review updates to the Technology portions of the Personnel Policies including the Computer Use Policy.

Woodlands Update – No report.

Legislative Update – The MLA legislative update and a draft of Kate Andrade's penal fine report were provided in the packet. Mr. Gregory updated the board on House Bill 5090.

7. Unfinished Business – No report on a possible Tax Tribunal Appeal Cost Sharing Agreement.
8. New Business – Motion by Trustee Grodi, supported by Trustee Gregory, to approve payment of the bills for the month ending May, 2018 in the amount of \$208,782.68. Motion carried.
Motion by Bernie Smith, supported by Mike Grodi to receive the 2017 Audit Report and place it on file. Motion carried.
Motion by Bernie Smith, supported by Larry Gregory to receive the GASB 74 Actuarial Valuation for the year ending December 31, 2017, and place on file. Motion carried.
Motion by Trustee Grodi, supported by Trustee Gregory, to approve the revisions to the Monroe County Library System Employee Personnel Policy Handbook. Motion carried.
9. Director Bellaire shared additional details about the DTE Tax Tribunal appeal, Daume parking lot repairs, and generator project. She also updated the board on the City of Monroe's plans to repair the entryway and porch leading into the Dorsch Branch. This project will take place in August and will necessitate entering the building through the side door near the alley.
10. Board Comments
The board thanked Jane for hosting the meeting in Frenchtown and Anne for the updates on Summer Reading. They congratulated and thanked Nancy Bellaire and Sandy Calkins for the clean audit. Mike Grodi also recognized the planning that Rachel Braden, Paul Robinson, and the Technology Department have done to provide continued improvements to our computer systems.
11. Public comment – Barbra Krueger shared information about an historic tour guide that is being produced by the Battlefield. As partners, we will have space in the guide, highlighting Dorsch, Ellis, special, and digital collections.
12. Announcements
Date of Next Board Meeting – July 9 @ 5 p.m. at the Carleton Branch Library, Carleton, Michigan.

13. Adjournment

Motion by Mike Grodi, supported by Larry Gregory, to adjourn the meeting at 5:49 p.m.

Motion carried.

Respectfully submitted,

Bernie Smith, Vice-Chair

Maryanne Bourque, Chair