

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 January 8, 2018 at the Ellis Library and Reference Center, the meeting was called to order by Chair Bourque at 5:01 p.m. Ms. Calder declared that a quorum was present.

Present: Maryanne Bourque, Chair; Catharine Calder, Secretary; Larry Gregory, Trustee; Bernie Smith, Trustee; and Nancy Bellaire, Director

Excused: Mike Grodi, Trustee

Staff: Paul Robinson; Lou Komorowski; Bill Reiser; Barbra Krueger

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

2. Motion by Trustee Gregory, supported by Trustee Smith, to approve the agenda as presented. Motion carried.
3. Motion by Secretary Calder, supported by Trustee Gregory, to approve the minutes of the December 11, 2017 meeting. Motion carried.
4. Public Comment
Ellis Reference Department Supervisor Lou Komorowski updated the board on activities, programs, and digital projects planned by the Reference Staff as well as volunteer historical indexing projects underway. Technology Department System Administrator Paul Robinson gave the board a brief overview of the features of Microsoft Office 365. Barbra Krueger updated the board on Outreach planning taking place to coordinate with schools as they implement Michigan's new Third Grade Reading Law, (MCL 380.1280f).
5. Board of Trustees Reorganization
The gavel was passed to Director Bellaire for the Election of Officers –
Motion by Cathe Calder, supported by Bernie Smith, to nominate Maryanne Bourque as Chair. Motion by Cathe Calder, supported by Bernie Smith, to close the nominations and cast a unanimous ballot for Maryanne Bourque as Chair. Motion carried.
The gavel was passed to Mrs. Bourque.
Motion by Cathe Calder, supported by Larry Gregory, to nominate Bernie Smith as Vice-Chair. Motion by Ms. Calder, supported by Mr. Gregory, to close the nominations and cast a unanimous ballot for Bernie Smith for Vice-Chair. Motion carried.
Motion by Maryanne Bourque to nominate Cathe Calder for Secretary, supported by Bernie Smith. Mrs. Bourque moved to close the nominations and cast a unanimous ballot for Catharine Calder as secretary. Supported by Larry Gregory. Motion carried.

6. Consent Agenda – Motion by Ms. Calder, supported by Mr. Gregory, to accept the items on the consent agenda as presented, including the December 2017 Financial Reports, and place on file. Motion carried.
7. Committee Reports
 - Finance Committee** – The committee met prior to the board meeting with Director Bellaire to review financial reports for December as well as the financial correspondence. MCLS received just over 100% of budgeted revenue for 2017. Insurance quotes for the year have been received and are expected to be up about \$1,355 from 2017. We received a \$115,983 penal fine distribution this month.
 - Facilities Committee** – No meeting.
 - Policy and Personnel Committee** – No meeting.
 - Technology Committee** – No meeting.
 - Woodlands Update** – Trustee Gregory said that he plans to attend the January 18 Woodlands Governing Board meeting.
 - Legislative Update** – Larry Gregory suggested that the board review the MLA Advocacy Update provided by Nancy Bellaire. He said that in December, new reporting legislation relating to public pensions and retirement benefits was passed and that we will be tracking this going forward.
8. Unfinished Business – Tax Tribunal Appeal Cost Sharing: No report.
9. New Business – Motion by Trustee Smith, supported by Secretary Calder, to approve payment of the bills for the month ending December 31, 2017 in the amount of \$261,691.16. Motion carried.
Motion by Ms. Calder, supported by Mr. Gregory, to approve the policy revision for “birthday holiday pay to include part-time employees, pro-rated”. Motion carried.
10. Director Bellaire shared information about Bedford’s Seed Exchange Program, upcoming ALA and PLA conferences, ALA’s National Legislative Day, and two donations received in December.
11. Board Comments
The board thanked Lou, Paul, and Barbra for sharing information about the various projects planned and for the efforts to get in front of the new Third Grade Reading Law. They also expressed their appreciation to Nancy Bellaire and the staff for their careful monitoring of our annual budget. Cathe Calder said that she appreciates the book club reading information.
12. Public comment—Lou Komorowski thanked the board for holding their meeting at Ellis. Barbra Krueger invited the board to attend the One Book, One Community Fundraiser that will be held on Monday, February 19.

13. Announcements

Date of Next Board Meeting – March 12 @ 5 p.m. at the Bedford Branch, Temperance, Michigan

14. Adjournment

Motion by Ms. Calder, supported by Mrs. Smith to adjourn the meeting at 5:54 p.m.
Motion carried.

Respectfully submitted,

Catharine Calder, Secretary

Maryanne Bourque, Chair