

**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 May 8, 2019, at the Frenchtown-Dixie Branch, the meeting was called to order by Chair Bourque at 5:05 p.m. Ms. Bourque declared that a quorum was present.

Present: Maryanne Bourque, Chair; Bernie Smith, Vice-Chair; Catharine Calder, Secretary; Randy Kuckuck; and Nancy Bellaire, Director

Excused: Mike Grodi

Staff: Jane Steed; Chelsea Williamson; Barbra Krueger

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

2. Motion by Cathe Calder, supported by Bernie Smith, to approve the agenda as presented. Motion carried.
3. Motion by Cathe Calder, supported by Bernie Smith, to approve the minutes of the April 10, 2019 meeting. Motion carried.
4. Public Comment – Community Librarian Jane Steed welcomed the board to Frenchtown and introduced Bluebush clerk Chelsea Williams. Chelsea shared information about an Environmental Fund Grant that she applied for on behalf of MCLS. The funds allowed for construction of interactive garden beds that patrons can “check out” and take care of throughout the growing season. Four rain barrels will provide water for the planting beds. Barbra Krueger thanked the board for their continued support of the bookmobile. She said that we have already exceeded our goal of serving 500 new patrons this year.
5. Consent Agenda – Motion by Ms. Calder, supported by Randy Kuckuck, to accept the items on the consent agenda as presented, including the April 2019, Financial Reports, and place on file. Motion carried.
6. Committee Reports
Finance Committee – Secretary Calder reported that the committee met prior to the board meeting to review financial reports for April as well as the financial correspondence. She said that finances are on track for the year and that information on the penal fine distribution for the month is not yet available. She also said that the committee had discussed Trustee Kuckuck’s suggestion that Quickbooks’ Trial Balance report be printed and provided to the board. After discussion, it was agreed that the Trial Balance report will be provided in April,

July, and October of each year since audit, actuary, and annual budget documents are discussed at other meetings.

Facilities Committee – No meeting. Annual maintenance was performed on all Ellis rooftop units.

Policy and Personnel Committee – No meeting.

Technology Committee – No meeting.

Woodlands Update –Kate Pahjola Andrade sent a note to member libraries announcing that an informal interview has been set up with the Assistant Commander of the Michigan State Police about weigh stations and penal fines as they relate to library funding.

Legislative Update – The MLA legislative update was provided in the packet. The pending bill that would protect libraries who choose to use opioid antidotes has been modified to include local units of government.

7. Unfinished Business – No report on a possible Tax Tribunal Appeal Cost Sharing Agreement
8. New Business – Motion by Trustee Kuckuck, supported by Secretary Calder, to approve payment of the bills for the month ending April 30, 2019 in the amount of \$263,983.09. Motion carried.
Motion by Cathe Calder, supported by Bernie Smith, to approve the service agreement with the City of Luna Pier. Discussion followed regarding “local units of governments” responsibility to provide buildings that fill the needs of the community and it was agreed that MCLS will continue to work with local communities and encourage improvements to branches as necessary and possible. Motion carried.
9. Director’s Report – Nancy Bellaire reported that Carleton’s Notable author program, June 5, at 6:30 pm, will take place at Airport’s Wager Middle School, due to construction at Airport High School. She provided photos of the shelving on rails that is being installed at Bedford and Ellis. She also shared a letter announcing that Dundee/Maybee Youth Services Technician has been selected to receive a Michigan Minuteman Award for service to the community and one thanking MCLS for participating in the Monroe County Earth Day Expo and specifically thanking MCLS for sharing Barbra’s talents with the Earth Day Committee.
10. Board Comments
Cathe Calder said that watching our bookmobile project come to fruition has been touching and that the support from the community is representative of how people feel about the Library. Randy Kuckuck said that while visiting branches, he has found the staff to be nothing but positive and helpful. He wondered if there was another way to highlight Mango, having found it difficult to locate on our website. Bernie Smith thanked Trustee Kuckuck for making suggestions and helping to prevent the board from becoming complacent. Maryanne Bourque thanked the staff and said that she is proud of all staff and is glad that others find Barbra to be as helpful as we do.
11. Public comment – None.

12. Announcements

Date of Next Board Meeting – June 12 @ 5 p.m. at the L. S. Navarre Branch, Monroe, Michigan

13. Adjournment

Motion by Cathe Calder, supported by Bernie Smith, to adjourn the meeting at 5:56 p.m.
Motion carried.

Respectfully submitted,

Catharine Calder, Secretary

Maryanne Bourque, Chair