

**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 9, 2019 at the Ellis Library and Reference Center, the meeting was called to order by Chair Bourque at 5:02 p.m. Ms. Calder declared that a quorum was present.

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

Mike Grodi, Trustee , arrived at 5:40

Staff: Lou Komorowski; Barbra Krueger

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

2. Motion by Bernie Smith, supported by Cathe Calder, to approve the agenda as presented. Motion carried.
3. Motion by Secretary Calder, supported by Vice-Chair Smith, to approve the minutes of the December 10, 2018 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. Barbra Krueger updated the board on web statistics from our Chamber of Commerce site as well as Bookmobile fundraising efforts underway. Bernie Smith thanked Nancy Bellaire for supporting Barbra and all staff for their outreach and other activities.
5. Board of Trustees Reorganization
The gavel was passed to Director Bellaire for the Election of Officers –
Motion by Bernie Smith, supported by Cathe Calder, to nominate Maryanne Bourque as Chair. Motion by Bernie Smith, supported by Cathe Calder, 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 Maryanne Bourque, to nominate Bernie Smith as Vice-Chair. Motion by Ms. Calder, supported by Mrs. Bourque, 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 Bernie Smith. Motion carried.

6. Consent Agenda – Motion by Ms. Calder, supported by Mr. Kuckuck, to accept the items on the consent agenda as presented, including the December 2018 Financial Reports, and place on file. Motion carried.

7. Committee Reports

Finance Committee – The committee met prior to the board meeting with Director Bellaire. MCLS received just over 109% of budgeted revenue for 2018. Insurance quotes for the year have been received and are expected to be down about \$1320 from 2018. We received a \$115,135 penal fine distribution this month.

Facilities Committee – No meeting. The Daume generator has been tested and the punchlist and inspections are complete. The Daume garage floor repair project will be starting on January 14.

Policy and Personnel Committee – No meeting.

Technology Committee – No meeting. The Technology Department staff has been making preparations for the new RFID software and new RFID pad installation. The vendor's trainer is scheduled to be here on February 18 to get the project started.

Woodlands Update – Trustee Kuckuck has volunteered to serve on the Woodlands Governing Board and plans to attend the next meeting.

Legislative Update – The update from MLA was included in the board packet.

8. Unfinished Business – Tax Tribunal Appeal Cost Sharing: No report.

9. New Business – Motion by Trustee Smith, supported by Trustee Kuckuck, to approve payment of the bills for the month ending December 31, 2018 in the amount of \$292,380.10. Motion carried.

Motion by Ms. Calder, supported by Mr. Kuckuck, to approval the proposal from Cooley Hehl Sabo & Calkins for the annual audit for the amount of \$11,950. Motion carried.

Motion by Secretary Calder, supported by Vice-Chair Smith, to approve closing all branches and departments on May 10 for a full day of staff training. Motion carried.

10. Director Bellaire shared information about the 2019 ALA conference which will include ALA's National Legislative Day, as well as information about defibrillators on order for branches.

11. Board Comments

The board thanked Lou and Barbra for sharing information about the various projects planned and underway. Maryanne Bourque welcomed Randy Kuckuck to the board.

Randy Kuckuck said that he has found our branches to be a good place to write and that it is his privilege to serve on the board. Mike Grodi said that we have a great board and a wonderful library system.

12. Public comment—None

13. Announcements

Date of Next Board Meeting – Wednesday, February 13 @ 5 p.m., at the Dundee Branch, Dundee, Michigan or Wednesday, March 13, @ 5 p.m. at the Ida Branch, Ida Michigan.

14. Adjournment

Motion by Mike Grodi, supported by Bernie Smith to adjourn the meeting at 5:59 p.m.
Motion carried.

Respectfully submitted,

Catharine Calder, Secretary

Maryanne Bourque, Chair