

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 11, 2019 at the Vivian Branch Library, the meeting was called to order by Chair Bourque at 5:02 p.m. Secretary Calder called roll.

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

Staff: Jane Steed; Diana Martel; Jessica Otto; Lou Komorowski; Barbara Krueger; Ashley Liford

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

2. Motion by Catharine Calder, supported by Bernie Smith, to approve the agenda as presented. Motion carried.
3. Motion by Secretary Calder, supported by Trustee Grodi to approve the minutes of the July 10, 2010 board meeting. Motion carried.
4. Public Comment – Community Librarian Jane Steed welcomed the board to the Vivian Branch. She introduced Branch Technician Diana Martel who shared information about programs planned and a design for new exterior branch signage. Collection Services Department Head Jessica Otto updated the board on the latest cost models for digital books and media.
5. Consent Agenda – Motion by Mike Grodi, supported by Randy Kuckuck, to accept the items on the consent agenda as presented, including the July and August 2019 Financial Reports, and place on file. Motion carried.
6. Committee Reports
 - Finance Committee** – Ms. Calder reported that the Finance Committee had met before the board meeting to discuss the financial reports, penal fines, and tonight's agenda items relating to Finance. She said that we have received approximately 88% of our anticipated revenue for 2019 with 67% of the year behind us.
 - Facilities Committee**—No meeting.
 - Policy and Personnel Committee**—No meeting. Bernie Smith asked that board members complete Director Bellaire's performance review and submit it to her by the end of September.
 - Technology Committee** – The next meeting will be held in October.

Woodlands Update – Nancy Bellaire reported that the Woodlands contracts are listed on the agenda for consideration tonight. Trustee Kuckuck reported that the Woodlands Governing Board will take up the topic of telephone participation for board meetings at their next meeting.

Legislative Update – Nancy Bellaire reported that MLA’s advocacy update has been included in the board packets and that we are still waiting for the Library of Michigan’s toolkit on opioid antidotes.

7. Unfinished Business – Tax Tribunal Appeal Cost Sharing Agreement, no report.

8. New Business – Motion by Randy Kuckuck, supported by Cathe Calder, to approve payment of the bills for the month ending July 31, 2019 in the amount of \$206,839.36. Motion carried.

Motion by Mike Grodi, supported by Cathe Calder, to approve payment of the bills for the month ending August 31, 2019 in the amount of \$337,890.17. Motion carried.

Motion by Cathe Calder, supported by Bernie Smith to approve the facilities agreement with Frenchtown Charter Township. Motion carried.

Motion by Cathe Calder, supported by Mike Grodi, to recommend to the Monroe County Commissioners, the reappointment of Bernie Smith to another five-year term on the board of the Monroe County Library System. Motion carried.

Motion by Mike Grodi, supported by Bernie Smith, to purchase a Ford Transit Connect for approximately \$26,238.52. Roll call vote, Grodi-yes, Kuckuck-yes, Smith-yes, Calder-yes, and Bourque-yes. Motion carried.

Motion by Cathe Calder, supported by Mike Grodi, to approve the purchase of a digital sign for Ellis at a cost not to exceed \$24,000, plus installation. Roll call vote, Calder – -yes, Grodi-yes, Kuckuck-yes, Smith-yes, and Bourque-yes. Motion carried.

Motion by Randy Kuckuck, supported by Bernie Smith, to approve the repair of the Daume EIFIS, Exterior Insulation Finishing System, by Saylor’s Exterior Plastering, for \$9,360. Motion carried.

Motion by Mike Grodi, supported by Cathe Calder, to approve the migration of payroll services to ADP at a cost not to exceed \$25,000. Roll call vote, Grodi-yes, Kuckuck, yes, Smith-yes, Calder-yes, Bourque-yes. Motion carried.

Motion by Cathe Calder, supported by Bernie Smith, to approve the 2019-20 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 Grodi, supported by Trustee Kuckuck, to approve the 2019-20 Delivery and RIDES contracts with the Woodlands Library Cooperative in the amount of approximately \$38,742.50. Motion carried.

Motion by Mike Grodi, supported by Randy Kuckuck to accept the Actuarial Report from Gabriel Roeder Smith for the year ending December 31, 2018, and place on file. Motion carried.

9. Director's Report – Mrs. Bellaire shared photos of a building in Whiteford Township that is being evaluated by Whiteford Township engineers for a possible library. Discussion followed.
10. Board Comments
The board thanked Jane and Diana for hosting the meeting. Mike Grodi thanked Nancy for the work done for the actuarial study and complimented the board for planning ahead for Retiree Health Care. Cathe Calder thanked Jessica Otto for the update on digital services. Bernie Smith complimented Diana on the fresh ideas for Vivian.
11. Public Comment – Barbra Krueger invited the board to Ellis on Thursday, September 26th for the launch of the Ellis VOX Book collection, purchased through the generosity of the Monroe County Intermediate School. She demonstrated how the VOX books work and explained how these materials have been enjoyed by reluctant readers.
12. Announcements
Date of Next Board Meeting–October 9 @ 5 p.m. at the Bedford Branch Library, Temperance, Michigan.
13. Adjournment
Motion by Catharine Calder, supported by Mike Grodi to adjourn the meeting at 6:32 pm. Motion carried.

Respectfully submitted,

Maryanne Bourque, Chair

Catharine Calder, Secretary