

**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 12, 2015 at the Ellis Library and Reference Center, the meeting was called to order by Chair Betsy Taylor at 5:00 p.m. Secretary Bourque called roll.

Present: Elizabeth Taylor, Chair; Laurence Gregory, Vice-Chair; Maryanne Bourque, Secretary; Catharine Calder, Trustee; Bernie Smith, Trustee; and Nancy Bellaire, Director

Staff: Lou Komorowski; Cindy Green; Bill Reiser; Suzanne Krueger

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

2. Motion by Trustee Calder, supported by Secretary Bourque to approve the agenda as amended. Motion carried.
3. Motion by Secretary Bourque, supported by Vice-Chair Gregory to approve the minutes of the December 8, 2014 board meeting. Motion carried.
4. Public Comment – Lou Komorowski and Bill Reiser welcomed the board to Ellis.
5. Board of Trustees Reorganization
The gavel was passed to Director Bellaire for the Election of Officers –
Motion by Betsy Taylor, supported by Maryanne Bourque to nominate Laurence Gregory as Chair. Motion by Maryanne Bourque, supported by Cathe Calder to close the nominations and cast a unanimous ballot for Larry Gregory as Chair. Motion carried.
The gavel was passed to Mr. Gregory.
Motion by Catharine Calder, supported by Betsy Taylor to nominate Maryanne Bourque as Vice-Chair. Motion by Ms. Calder, supported by Mrs. Taylor to close the nominations and cast a unanimous ballot for Maryanne Bourque for Vice-Chair. Motion carried.
Motion by Maryanne Bourque to nominate Cathe Calder for Secretary, supported by Betsy Taylor. Mrs. Taylor moved to close the nominations and cast a unanimous ballot for Catharine Calder as secretary. Supported by Maryanne Bourque. Motion carried.
6. Consent Agenda--Motion by Secretary Calder, supported by Vice-Chair Bourque, to accept the items on the consent agenda as presented, including the January 2015 Financial Reports, and place on file. Motion carried.

7. Committee Reports

Finance Committee--Mr. Gregory reported that Finance had met prior to the board meeting to review financial correspondence, reports, and penal fine information from 2014 and January. He indicated that we received just over 99.72% of our anticipated income including approximately 98% of our projected property tax revenue and expended 88.5% of our proposed expenditures. Penal fines reported earlier today were less than half of January 2014. He indicated that there is an item on the agenda regarding the planned upgrade to our accounting system.

Facilities Committee—Ms. Calder reported that Facilities did not meet, but that the South Rockwood project and possible Masonic Temple renovation are projects to watch.

Policy and Personnel Committee—Mrs. Bourque reported that Policy and Personnel met prior to the meeting to discuss items that will appear later in the agenda.

Technology Committee-No meeting.

Woodlands Update—Chair Gregory reported that there will be a meeting this Thursday, January 15.

Legislative Update—Chair Gregory reported that Lansing elected officials are regrouping for the coming year.

8. Unfinished Business—None.

9. New Business-Motion by Trustee Taylor, supported by Secretary Calder, to approve payment of the bills for the month ending December 31, 2014 in the amount of \$176,933.58. Motion carried.

Motion by Vice-Chair Bourque, supported by Secretary Calder to approve posting a Youth Services Position, up to 28 hours, due to a promotion. Motion carried.

Motion by Trustee Taylor, supported by Secretary Calder to approve posting a Clerical position for Dundee, up to 20 hours per week, due to a resignation. Motion carried.

Motion by Trustee Taylor, supported by Vice-Chair Bourque to approve a \$500 partnering sponsorship for Celebrate Children. Motion carried.

Motion by Vice-Chair Bourque, supported by Trustee Smith to clarify the MCLS Vacation Leave policy wording to read, “First day of *full-time* employment – 4 years worked” earns 6.67 hours per month, pro-rated if 30-40 hours. Motion carried.

Motion by Trustee Taylor, supported by Secretary Calder to include “Grandparent-in-law” in the MCLS Funeral Leave policy. Motion carried.

Motion by Trustee Smith, supported by Secretary Calder to increase the number of free copies and/or computer printouts to 15 per day per person for tax forms or instructions. Motion carried.

Motion by Secretary Calder, supported by Trustee Taylor to approve the accounting server upgrade quotes from Datanational Services and Qwest IV for a total cost of \$22,880. Motion carried.

10. Director's Report—Ms. Bellaire reported that Library Design's Chris deBear has indicated that the concrete core samples from the Technology Department area show humidity readings of 90-99%. The recommended humidity is 80%. He will continue to work on options for us to resolve this issue. Ms. Bellaire invited Bill Reiser to update the board on Blues Series planning.

11. Board Comments

The board thanked Lou and Bill for hosting the January meeting, and welcomed Trustee Smith to the board.

Chair Gregory asked that board members indicate their preferences for committees prior to the February meeting.

Secretary Calder said that she is pleased to note that MCLS has selected the One Book, One Community project for the Fine Thing To Do program for 2015.

Trustee Taylor congratulated the new officers and complimented Chair Gregory on the meeting.

Trustee Smith thanked the board for the warm welcome and said that she is looking forward to giving back to the Library that gave her so much.

12. Public Comment -- none.

13. Announcements

Date of Next Board Meeting—Monday, February 9 @ 5 p.m. at the Dundee Branch Library, Dundee, Michigan

14. Adjournment

Motion by Betsy Taylor, supported by Maryanne Bourque to adjourn the meeting at 5:34 p.m. Motion carried.

Respectfully submitted,

Catharine Calder, Secretary

Laurence Gregory, Chair