

SUBURBAN LIBRARY COOPERATIVE
44750 Hall Road
Sterling Heights, Michigan 48313
Annual
Board Meeting
October 23, 2007

- I. The meeting was called to order at 7:04 p.m. at the Suburban Library Cooperative by Arthur M. Woodford, Interim Chairperson.

Trustees present: Diane Barr (Armada), Barbara Brown (Clinton-Macomb)
Denise Giordano (Eastpointe), Dick Runels (MacDonald),
Mark Wollenweber (St. Clair Shores), Ron Black (Shelby),
Lynne Gregory (Troy), Frank Pasternak (Warren)

Trustees absent: Frank Sosnowski, (Harper Woods)

Staff present: Arthur Woodford (Suburban Library Cooperative)
Darlene Paquette (Suburban Library Cooperative)

- II. Election of Officers

Chairperson,
Pasternak nominated Ronald Black for Chairperson, seconded by Wollenweber. Motion carried.

Vice Chairperson,
Gregory nominated Mark Wollenweber for Vice Chairperson, seconded by Runels. Motion carried.

Secretary,
Wollenweber nominated Denise Giordano for Secretary, seconded by Barr. Motion carried.

- III. Approval of the Agenda.

Runels moved to approve the Agenda, supported by Wollenweber. Motion carried.

- IV. Approval of the Minutes of the last meeting.

Runels noted that he represents MacDonald not Lois Wagner. The motion language under Agenda Item IV E. was corrected to read, "seconded by Giordano."

Motion made by Runels to approve the amended minutes of the last meeting, supported by Gregory. Motion carried.

- V. Member Library concerns.

No Concerns.

- VI. Approval of the Bills.

Giordano moved to approve payment of the bills, supported by Wollenweber. Motion carried.

VII. Action Items

A. Urban Cooperation Act Agreement Draft

Discussion of the Agreement was held.

ITEM III B. - Rules & Regulations: a formal review should be held at least once every 3 years, minimally.

ITEM III C. – Fee Schedule: Board Members should be members of IASL to change fees.

ITEM VI C. – SLC Dissolution: Pay out should be exactly as paid in.

There is interest in removing legal verbiage from the Agreement and having items written in non complex terms. The title of the new system “Integrated Automation System for Libraries” (IASL) is in question by some Board members and should be renamed.

TLN, Superior and Lakeland are interested in pursuing the Urban Cooperation Act Agreement with SLC. Continuing attorney costs will be divided among the Cooperatives that utilize the Agreement.

Motion made by Wollenweber to authorize SLC’s Interim Director to pursue plan of establishing an Integrated Automation System for Libraries (“IASL) as a separate entity under the Urban Cooperation Act Agreement, seconded by Barr. Motion Carried

VIII. Information Items

A. Automation Report

MeLCat may be ready at the end of the month, but a date has not been given.

Woodford attended the Cooperative Directors meeting in St. Ignace on October 19th. Ann Holt, Director of Capital Cooperative retired and the Lakeland Cooperative Director resigned. Larry Neal, CMPL director attended the State Librarian meeting to discuss the future of Cooperatives. The next meeting is October 29th; therefore, the Coop Directors will meet on November 7th in Lansing to discuss the outcome of the Oct 29th meeting.

If the Suburban Library Cooperative does have to close, the long term bond will have to be sold before it is distributed because the bond is prorated between the Proprietary Fund and General Fund.

B. Orientation Packet

a. Trustee Bylaws

Trustee Bylaws are included in each Trustee binder.

b. Frequently Asked Questions and Answers

Thank you to Kathy Tracy from the Utica Public Library for creating the FAQ/Answers document to help orientate new SLC Board members. The new Board members found the document very useful.

c. Michigan Library Cooperatives List

This is a map listing the Cooperatives in Michigan and explains the purpose of Cooperatives in Michigan.

C. Museum Adventure Pass

SLC received 5 pallets of Museum Adventure Pass (MAP) materials that needed to be counted, divided and delivered to our member libraries. Two trucks were rented; Chris and Ken delivered to the south route and Darlene delivered to the north route. Thank you to the Suburban Library Cooperative staff for the sorting and delivery of the Museum Adventure Pass materials.

D. Delivery

The ProMed Delivery meeting went very well and we are in the process of putting together a Delivery Committee to meet on October 25th. The Committee will not cover problems, but will focus on procedures so all the libraries are sending out materials in the same manner.

ProMed is under review by SLC for 60-90 days and will meet with SLC again to evaluate their services. SLC needs to be prepared if ProMed decides to drop SLC due to our large volume and special needs.

E. Budget Report

Ron Black created and distributed notes concerning the upcoming annual audit of the Cooperative. The audit is taking place the week of October 29th. Black would like to schedule an appointment to meet with our auditor, Joe Brandenburg, Buss and Company, during the audit.

Motion made by Runels to receive and file the Budget Report, seconded by Wollenweber.
Motion carried.

F. Investment

Replacement sheet was distributed due to the last item not being copied from the original.

Motion made by Runels to receive and file the Investment Report, seconded by Wollenweber.
Motion carried.

IX. Public Participation.

No public participation.

X. Next meeting date

November 29, 2007, 7:00 pm at the Suburban Library Cooperative.

XI. Adjournment

Runels moved to adjourn at 8:20 p.m., supported by Giordano. Motion carried.

Respectfully submitted:

Denise Giordano, Secretary