

SUBURBAN LIBRARY COOPERATIVE
44750 Delco Blvd
Sterling Heights, Michigan 48313
Board Meeting
April 24, 2008

- I. The meeting was called to order at 7:00 p.m. at the Suburban Library Cooperative by Ronald Black, Chairperson.

Trustees present: Diane Barr (Armada), Barbara Brown (Clinton-Macomb)
Denise Giordano (Eastpointe), Frank Sosnowski (Harper Woods),
Dick Runels (MacDonald), Lynne Gregory (Troy), Ron Black (Shelby),

Absent: Mark Wollenweber (St. Clair Shores), Frank Pasternak (Warren)

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

- II. Approval of the Agenda.

Runels requested that Public Participation be moved to the top of the future agendas so the public does not have to attend the entire meeting.

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

- III. Approval of the Minutes.

Motion made by Brown to approve the March 27, 2008 Minutes, supported by Giordano. Motion carried.

- IV. Member Library concerns.

Shelby Township is advertising for a library director and has received responses.

- V. Approval of the Bills.

Gregory moved to approve payment of the bills, supported by Barr. Motion carried.

- VI. Action Items

- A. Urban Cooperation Action

SLC's attorney, Anne Seurnyck, sent a "conflict of interest" letter for SLC to sign. Within the last few years, Foster, Swift, Collins & Smith PC, completed some legal work for Fraser Public Library. Fraser has signed their conflict letter as well.

Motion made by Runels to authorize Woodford to sign the conflict of interest letter from Foster, Swift, Collins & Smith PC, supported by Brown. Motion carried.

B. Delivery RFP

Council has directed Woodford to send out a Delivery RFP to get other delivery quotes. Libraries are finding DVDs and/or CDs are missing from their case when they are being checked in from delivery. ProMed has offered to place a security system in the SLC sorting area. The Board recommended that Woodford schedule a site visit to ProMed's sorting location.

VII. Information Items

A. Automation Report

SLC is requesting two new PCs - Dell OptiPlex 755 - \$787.02

Specs – Intel Core 2 Duo 2.2GHz processor, 2 GB RAM, 80 gig Hard drive, 17” Flat Panel Monitor, 3.5” Floppy drive, Dell USB Optical scroll mouse, Dell USB keyboard, 16X DVD+/- RW, No speakers, Integrated video and audio card, 4 year warranty, Windows XP Pro.

Motion made by Runels to authorize Woodford to purchase two new OptiPlex PCs from Dell for a total of \$1,574.04, supported by Gregory. Motion carried.

B. SLC Services to Active Duty Military Personnel

Selfridge Field is closing their base housing and Council has agreed to extend patron card services to active duty military personnel living off base. CHE and many other libraries have had this policy with Selfridge active duty personnel for many years.

C. State Librarian's Proposed Plan

The State Librarian attended the Cooperative Director's Meeting on April 18th and informed the Coop Directors that her proposed model has been withdrawn from further consideration, and that she is waiting for the dust to settle before she starts drafting a "Plan B." A special Cooperative Director/Cooperative Board of Trustee Meeting is being held on Monday, May 19, 2008 in Saginaw. The topic is "Where Cooperatives need to go and how do we need to get there." Black, Wollenweber and Brown have volunteered to attend the meeting with Woodford.

Woodford is recommending that SLC consider the process to hire a permanent full-time Director.

Woodford will stay on through the completion of the UCA, revamping the Personnel Policy, the 08-09 FY Budget and until another Director is hired.

The Personnel Committee suggested that a sub committee be formed for a director search. The last sub committee formed to search for a Director was comprised of two SLC board members and two library directors.

Motion made by Runels to start the process of hiring a permanent full-time SLC Director, seconded by Barr. Motion carried

D. Budget

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

E. Investment

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

F. Map

The Macy's Museum Adventure Pass (MAP) Program will continue through 2009.

VIII. Public Participation.

No public participation.

IX. Next meeting date

May 29, 2008, 7:00 p.m. at the Suburban Library Cooperative.

X. Adjournment

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

Respectfully submitted:

Denise Giordano,
Secretary