

SUBURBAN LIBRARY COOPERATIVE  
44750 Delco Blvd  
Sterling Heights, Michigan 48313

Special  
Board Meeting  
August 16, 2007

- I. The meeting was called to order at 7:00 p.m. at the Suburban Library Cooperative by Michael Keith, Chair.

Trustees present: Michael Miller (Chesterfield), Barbara Brown (Clinton-Macomb)  
Denise Giordano (Eastpointe), Michael Keith (Roseville),  
Ron Black (Shelby), Lynne Gregory (Troy), Kathy Tracy (Utica),  
Frank Pasternak (Warren)

Trustees absent: Nancy Todorovich (Sterling Heights),

Staff present: Kristen Valyi-Hax (Suburban Library Cooperative)  
Pat Lindsay (Suburban Library Cooperative)

Guests present: Art Woodford

- II. Approval of the Agenda.

Black moved to approve the Agenda, supported by Pasternak. Motion carried.

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

Motion made by Pasternak to approve the amended minutes of the last meeting, supported by Giordano. Motion carried.

- IV. Member Library concerns.

No Concerns.

- V. Approval of the Bills.

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

- VI. Action Items

- A. New Interim Director      Closed Session 7:35 – Open Session 7:55

Per the Personnel Committee Meeting on August 9<sup>th</sup> the Committee is recommending Art Woodford for the Interim Director position. Art has agreed to accept the position on a part-time basis with the understanding that his main responsibility is the administration side of SLC, not technology. The Council of Directors approved the recommendation at the August 9<sup>th</sup> meeting.

## New Interim Director (continued)

Motion made by Giordano to approve Art Woodford as the part-time Interim Director and send a written agreement via email to include a 6 month commitment with a review, 40 hrs per pay period at a pay rate of \$43.00/hr to start on Saturday, August 25<sup>th</sup>, seconded by Pasternak. Motion carried.

### B. Head of Systems Promotion

The Personnel Committee recommended the promotion of Chris Frezza to Head of Systems. This position would mean that Chris would be responsible for the Automation System and the budget. To accept this position, Chris will need to attend a budget course and management course at a local college; the policy for tuition assistance is established. The recommended pay rate is \$28.00/hr. The Council of Directors approved the recommendation at the August 9<sup>th</sup> meeting.

Motion made by Black to promote Chris Frezza to Head of Systems at a pay rate of \$28.00/hr, supported by Giordano. Motion carried.

### C. Make Cataloger a Full-Time Position

The Personnel Committee recommended making the Cataloger a full-time position. The Council of Directors approved the recommendation at the August 9<sup>th</sup> meeting.

Motion made by Giordano to promote Lauren Boggs, Cataloger, to full-time status on August 20<sup>th</sup>, seconded by Gregory. Motion carried.

### D. Hire a Full-Time Systems Librarian

The Personnel Committee is recommending hiring a full-time Systems Librarian at the same pay scale as the Cataloger. The position needs to be posted right away. The Council of Directors approved the recommendation at the August 9<sup>th</sup> meeting.

Motion made by Giordano to post and hire a full-time Systems Librarian at a pay rate of \$22/hr with a 37.5 work week, seconded by Tracy. Motion carried.

### E. Selecting a Board President

In the past, the vice-president of the Board became the president after one year of service. Miller is the vice-president now, but his term ends this September. The Board will hold elections at the Annual Board Meeting on Tuesday, October 23<sup>rd</sup> at 7:00 pm.

Mr. Danny Frezza is on the St. Clair Shores Public Library Board and he was nominated to be on the SLC Board. The SLC Board determined that this would be a conflict of interest because the SLC Board approves salary increases and benefit plans. Mr. Frezza's son Chris is an employee of the Cooperative.

## VII. Information Items

### A. Automation Report.

The Shared Technology Committee is moving forward toward spending retained earnings in the proprietary funds. We are investigating purchasing a more advanced online catalog called EPS/Rooms.

Per the Strategic Technology Planning Report the Shared Technology Committee is recommending SLC pursue purchasing Radio Frequency Identification (RFID) products. Monies are put into a Retained Earnings Fund and every five years SLC evaluates the need to purchase a new integrated library system. SLC has not purchased a new system in the last six years as the Board decided there was not a need for a new system. Funding for RFID products will come from the Retained Earnings Fund.

### B. Budget Report (enclosure).

Gregory moved to receive and file the Budget Report, supported by Black. Motion carried.

### C. Investment Report.

Is there a reason SLC has chosen a 90 day versus a 120 day turnover for CD renewals?  
120 day turnover would be fine if we can get a good rate.

Gregory moved to receive and file the Investment Report, supported by Tracy. Motion carried.

### D. Meeting with Nancy Robertson, State Librarian of Michigan.

Nancy Robertson met with Directors and some Board members on August 13<sup>th</sup>. Nancy is going to assemble a committee to look at restructuring cooperatives. The committee would be coop and library directors. The desired end result is that all residents in the state will get the same service from their state funds. The discussions are leaning to what the core services of coops are like getting delivery and high speed internet at cheaper rates.

VIII. Public Participation.

None.

IX. The next meeting date is on September 27, 2007, 6:30 pm dinner, 7:00 pm meeting at the Suburban Library Cooperative.

X. Adjournment

Pasternak moved to adjourn at 8:47 p.m., supported by Black. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary