

SUBURBAN LIBRARY COOPERATIVE
16480 Hall Road
Clinton Township, Michigan 48038-1132

Board Meeting
May 27, 2004

- I. The meeting was called to order at 7:13 p.m. at the Macomb County Library by Mark Wollenweber, Chair.

Trustees present: Dorothy Upshaw (Macomb County), Kathy Tinkler (Mount Clemens), Mark Wollenweber (St. Clair Shores), Robert Kearis (Shelby Township), Nancy Todorovich (Sterling Heights), Lynne Gregory (Troy).

Trustees absent: Peg Lamont (Clinton-Macomb), Mary Rose (MacDonald), Judith Weibel (Romeo).

Staff present: Tammy Turgeon (Suburban Library Cooperative)

Public: Christina Kostiuk, CPA (Plante & Moran, PLLC)

- II. Approval of the Agenda.

Kearis moved to approve the Agenda, supported by Gregory. Motion carried.

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

Tammy asked to change the cost for the Mel Statewide Delivery System to: two deliveries a week for one year is \$900. Also, correct the spelling of Valyx-Hax to: Valyi-Hax.

Motion to approve the minutes as amended was made by Gregory, supported by Kearis. Motion carried.

IV. Member Library concerns.

Wollenweber thanked those Board members that attended the Board meeting in St. Clair Shores. .

V. Action Items.

A. RFP for Auditing Services

Sealed Bids arrived from Buss & Company (our current auditor) and Plante & Moran, PLLC. Board opened and distributed proposals. Board members should submit questions and/or comments to Turgeon by June 7th. Based on Board member comments, Wollenweber, Gregory and Turgeon will meet and bring recommendation to the next Board meeting.

B. Purchase SVA Server.

Talk to Me service is no longer supported. The cost of the new system is \$8,438.
Motion made by Kearis to purchase new SVA server, supported by Upshaw. Motion carried.

C. Purchase Replacement Production Server

The library catalog server's three year depreciation limit ends in June. The replacement server is faster, has more memory and a larger tape drive, but is approximately the same cost (\$57,561.00) as the present server. The replacement server will go on the three year depreciation schedule.

Upshaw moved to purchase a new Production Server, supported by Kearis. Motion carried.

D. Purchase Director's Station

Purchase Sirsi's Director's Station product at a cost of \$34,650 for ten user seats, with an annual subscription of \$10,000. Interest at the Council meeting indicated seven libraries were interested in their own seat.

Upshaw moved to purchase the Director's Station, supported by Gregory. Motion carried.

VI. Information items.

A. Automation report.

Summer plan for upgrading new server and system is scheduled for July.

B. Budget Report.

Second state aid checks to be received by mid-June.

Kearis moved to receive and file the Budget Report, supported by Upshaw. Motion carried.

C. Investment Report.

Kearis moved to receive and file the Investment Report, supported by Upshaw. Motion carried.

VII. The Chair asked if any member of the public wished to be heard.

The Audit companies were not asked to attend the Board meeting; however, Plante & Moran was represented by Christina Kostiuk. Christina introduced herself and let the Board know that if they had questions about the proposal to please contact her. Buss & Company did not have a representative present.

VIII. The next meeting will be held on June 24, 2004 at 7:00 p.m. at the Sterling Heights Public Library.

IX. Kearis moved to adjourn at 7:29 p.m., supported by Todorovich. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary