

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

Board Meeting
April 29, 2004

- I. The meeting was called to order at 7:02 p.m. at the Macomb County Library by Mark Wollenweber, Chair.

Trustees present: Peg Lamont (Clinton-Macomb), Mary Rose (MacDonald), Dorothy Upshaw (Macomb County), Judith Weibel (Romeo), Mark Wollenweber (St. Clair Shores), Lynn Gregory (Troy).

Trustees absent: Kathy Tinkler (Mount Clemens), Nancy Todorovich (Sterling Heights), Robert Kearis (Shelby Township)

Staff present: Tammy Turgeon (Suburban Library Cooperative)

Guests: Rosemary Orlando, Betty Bryden
Arthur Woodford (St. Clair Shores),

- II. Approval of the Agenda.

Upshaw moved to approve the Agenda, supported by Weibel. Motion carried.

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

Mary Rose asked to change the Member Library concerns to; MacDonald Public Library has a number of non-residents use the computers. Motion to approve the minutes as amended was made by Lamont, supported by Rose. Motion carried.

- IV. Member Library concerns.

St. Clair Shores café has a new vendor and patron attendance has increased.

- V. Approval of the bills.

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

- VI. Action Items.

- A. Purchase Computers.

Turgeon stated the need for nine PC's costing \$1,228.00 each and one server costing \$2,919.00. Lamont moved to approve the purchase, supported by Upshaw. Motion carried.

- B. MeL Statewide Delivery System.

Macomb County Library contract for delivery ends in 2006. Turgeon suggested an additional delivery system called MeL Statewide Delivery, to distribute to all the libraries in the State. The cost for two days is \$900.00.

Motion made by Lamont, supported by Upshaw. Motion carried.

C. Annual Plan Goal – Process Analysis Proposal.

Turgeon is analyzing the process of using the Sirsi system and looking for ways to make things more efficient. Adding new bib records takes time and money. Wollenweber asked “If universities could help with the process?” Turgeon recommended a consultant that knows the Sirsi system. The cost is \$5,100.00 for a two-day consultation.

Upshaw moved to approve the consultant visits, supported by Lamont. Motion carried.

VII. Information items.

A. Automation report.

Turgeon, Kristen Valyx-Hax and Lissa Potter attended a 3 ½ day Sirsi conference. Turgeon met with the Customer Account Manager regarding new server. Server is scheduled to be upgraded. A new Regional Group is to be organized as there are now more Sirsi customers in the state.

Rose questioned the group regarding QSAC. Turgeon explained how QSAC is not tied to state aid. State does not have funds available to do this. QSAC is a tool to evaluate libraries. Rosemary Orlando is part of a Results Committee and discussed the three levels: Essential, Enhanced and Excellent. The Results committee suggests each library go thru the Essential level first.

B. Budget Report.

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

C. Investment Report.

Flagstar is still reasonable on CD rates. Midwest Guarantee Bank is also offering decent rates. Gregory moved to receive and file the Investment Report, supported by Upshaw. Motion carried.

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

Rosemary Orlando commented on how well the Suburban Library Cooperative works for their libraries.

IX. The next meeting will be held on May 27, 2004 at 7:00 p.m. at the Macomb County Library.

X. Rose moved to adjourn at 7:29 p.m., supported by Upshaw. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary