

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

Board Meeting  
April 27, 2006

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

Trustees present: Michael Miller (Chesterfield), Barbara Brown (Clinton-Macomb), Michael Keith (Roseville), Denise Giordano (Eastpointe), Mark Wollenweber (St. Clair Shores), Nancy Todorovich (Sterling Heights), Lynne Gregory (Troy), Kathy Tracy (Utica),

Trustees absent: Frank Pasternak (Warren)

Staff present: Tammy Turgeon (Suburban Library Cooperative)

- II. Approval of the Agenda

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

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

Miller moved to approve the minutes of the last meeting, supported by Brown. Motion carried.

- IV. Member Library concerns.

None

- V. Approval of the bills.

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

- VI. Action Items.

- A. Review Investment Options with Bell Kiel (enclosure)

Bill Kiel, our Fifth Third Bank representative, was unable to attend. Miller, Brown, and Tracy have stated an interest in starting an Investment Committee, to assist Turgeon in short and long term investment planning.

Motion made by Brown to invite Bill Kiel to the May Board meeting to review policies and current bank investments, and to recommend other avenues of investment, supported by Todorovich. Motion carried.

B. Purchase 9XX Ordering Software (enclosure)

9XX is an interface between the SirsiDynix Unicorn Acquisitions module and online acquisitions systems that libraries can use to order material.

Motion made by Todorovich to approve the purchase of 9XX Ordering Software, including maintenance fees, at a total cost of \$2,250 for all member libraries to use, supported by Tracy. Motion carried.

C. Purchase Replacement PCs (enclosure)

SLC has 8 PCs that are four years old. Quotes were received from Dell and Gateway, per our PC replacement policy. The Board would like to discuss the disbursement of the old PCs at the next meeting.

Motion made by Wollenweber to purchase 8 replacement PCs, from Dell, at a cost of \$8,669.60 for the SLC staff, supported by Gregory. Motion carried.

D. Contract with MCL (enclosure)

Council has approved the Committee's recommendation for SLC to move to its own location. A location could not be secured until the Council and Board approve the move. If approved, the Committee will actively start looking for office space in industrial areas. The building site and quotes received to renovate the new space will be brought to the Board for approval.

Motion made by Wollenweber to accept the Committee's recommendation for the Suburban Library Cooperative to move to an independent location and not renew the contract with the Macomb County Library when it expires on December 31, 2006, supported by Giordano. Motion carried.

## VII. Information Items

A. Automation Report.

Darrell, a SIRSI Systems Analyst, was here the last week of March and visited HPW, MCL, RSV, SCS, SHL, and TPL regarding the slowness certain libraries are experiencing. Network utilization was measured and no network issues were found. The Java Workflows Client does use memory capacity and PCs that are under 512KB RAM cannot process as quickly. 512KB RAM is stated in the Suburban Library Cooperative Minimum PC Requirement Policy. Also, Troy Public Library is at 100% capacity on their T1 line during weekend and evening hours. SLC will add a Comcast line for TPL.

SLC and TLN are holding out in joining MeLCat due to the state not implementing NCIP. NCIP would allow access to MeLCat without having to leave patron and item data on a server in Lansing and reduces staff time by not requiring checking items in and out of both systems. SLC and member libraries can submit an application to join MeLCat. On the pre-implementation survey, MeLCat recommended that SLC indicate that we are waiting for the NCIP functionality before joining.

B. Budget Report.

SLC received their first state aid check.

The second state aid check is scheduled to go out on July 1<sup>st</sup>.

Gregory moved to receive and file the Budget Report, supported by Wollenweber.

Motion carried.

C. Investment Report.

Wollenweber moved to receive and file the Investment Report, supported by Todorovich.

Motion carried.

VIII. Public Participation.

Frank Kaiser, from MCL Delivery, had a question regarding the sorting methods for each library once SLC takes over delivery.

IX. The next meeting date changed from May 25<sup>th</sup> to May 18, 2006 at the Roseville Public Library. Motion made by Todorovich to change the meeting date, seconded by Brown. Motion carried.

X. Todorovich moved to adjourn at 8:05 p.m., supported by Miller. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary