

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

Board Meeting
January 31, 2003

- I. The meeting was called to order at 7:00 p.m. at the St. Clair Shores Public Library by Peg Lamont, Chair.

Trustees present: Peg Lamont (Clinton-Macomb), Mary Rose (MacDonald), Kathy Tinkler (Mount Clemens), Mark Wollenweber (St. Clair Shores), Nancy Todorovich (Sterling Heights), Frank Pasternak (Warren).

Trustees absent: Nicki Brandenburg (Macomb County), Judith Weibel (Romeo), Robert Kearis (Shelby Township).

Staff Present: Tammy Turgeon.

- II. Approval of the Agenda

Wollenweber moved to approve the Agenda, supported by Rose. Motion carried.

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

Wollenweber moved to approve the minutes of the last meeting, supported by Tinkler. Motion carried.

- IV. Member Library concerns

There were none.

- V. Approval of the bills.

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

- VI. Action Items.

- A. Review of Audit with Laurie Videtta from Buss & Co.

Laurie Videtta reviewed the Suburban Library Cooperative's Audit for fiscal year 2001-2002. She reported the audit was successful and SLC has a sufficient fund balance. To improve control of the centralized purchasing account, she recommends that member libraries submit monthly reports detailing activity in their centralized purchasing accounts. This would provide the Cooperative with an independent report to use in reconciling the accounting records. She also explained the GASB#34 statement which will make significant changes to the financial reporting and accounting system of the Cooperative. This new statement will take effect on October 1, 2003.

Wollenweber moved to receive and file the 2001-2002 Audit, supported by Pasternak. Motion carried.

- B. Budget Revision.

Based on proposed state aid cuts, a budget revision was presented to the Board. A larger cut in state aid is anticipated for next year. The proposed revised budget for 2002-2003 would use \$90,000 of the fund balance and have little impact on services to member libraries. Turgeon will meet with the Bylaws & Cooperative Plan Committee to explore what services could be cut if projected cuts in State Aid occur for next year.

Wollenweber moved to accept the revised budget for 2002-2003 with a comment that SLC should look at which services could be reduced this year so the impact will not be as great next year, supported by Rose. Motion carried.

C. Internet & Networking Committee recommendations.

Todorovich moved to accept the recommendation of the Internet & Networking Committee to sign a two-year contract with Allegiance to combine SLC's two T1 lines to increase bandwidth for all libraries to SLC at a cost of \$2,960 per month. Pasternak supported the motion. Motion carried.

Wollenweber moved to accept the recommendation of the Internet & Networking Committee to sign a two-year contract with Comcast as SLC's Internet Service Provider at member library sites except for Troy (who will continue with their T1 connection with Ameritech at a cost of \$450 per month) at a cost of \$7,008 per month, supported by Tinkler. Motion carried.

Rose moved to accept the recommendation of the Internet & Networking Committee to approve Electrosonics for the purchase and installation of security and network equipment at a cost of \$26,224, supported by Pasternak. Motion carried.

D. Standards & Procedures Committee recommendations.

Wollenweber moved to accept the recommendation of the Standards & Procedures Committee and approve the Response to Subpoenas or Search Warrants Policy, supported by Todorovich. Motion carried.

E. MCL/SLC Copier Agreement.

Tabled to next meeting.

VII. Information items.

A. Automation report.

Cabling is done. CTec did a very good job. They will be included on a list of suggested contractors for member libraries.

B. Investment Report.

Tinkler moved to receive and file the Investment Report, supported by Todorovich. Motion carried.

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

Art Woodford welcomed the Board to St. Clair Shores Public Library.

Lamont received notification from the Library of Michigan that Tammy Turgeon has been selected to be a participant in the MLA Leadership Academy.

IX. The next meeting will be held on February 27, 2003 at 7:00 p.m. at the Macomb County Library.

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