

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

Board Meeting
January 25, 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), Michael Keith (Roseville), Ron Black (Shelby), Nancy Todorovich (Sterling Heights)Lynne Gregory (Troy), Kathy Tracy (Utica), Frank Pasternak (Warren)

Trustees absent: Denise Giordano (Eastpointe)

Staff present: Tammy Turgeon (Suburban Library Cooperative)

Guests present: Don Macintosh (Warren Public Library)

- II. Approval of the Agenda.

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

III. Approval of the Minutes of the last meeting.

Motion made by Black to add a second motion to Action Item VI. D. to state: The Suburban Library Cooperative remains open for opportunities of technological cooperation with The Library Network, supported by Pasternak. Motion carried.

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

IV. Member Library concerns.

The Director of the Sterling Heights Public Library, Carol Lingeman is retiring in April.

V. Approval of the bills.

Black moved to approve payment of the bills, supported by Tracy. Motion carried.

VI. Action Items.

A. Personnel Committee (enclosure)

Employees that work under 30 hours do not receive benefits except they are eligible to participate in the SEP Plan. The Personnel Committee would like to revise Retirement Plan Personnel Policy Number 17 to decrease the age of eligibility from 21 to 18 and over and limit the benefit to those employees working at least 30 hours per week to be eligible to participate in the Cooperative's Simplified Employee Pension Plan (SEP).

Motion made by Brown to approve the Personnel Committee Recommendations as stated, supported by Black. Motion carried.

B. Ray Township Public Library (enclosure)

Ray Township passed a millage in November to establish a Township library. The library Board Members are appointed by the Township until the next annual or bi-annual election. The next Township election is in November 2008. A letter of application was sent to the State asking to accept Ray Township Public Library as a public library and a letter was sent to SLC to accept them as a member of the Suburban Library Cooperative.

Motion made by Black to accept the Ray Township Public Library as a member of the Suburban Library Cooperative, supported by Pasternak. Motion carried.

VII. Information Items

A. Automation Report.

Internet lines were installed last week, but they were not certified. We rescheduled our server move to next week and hopefully, the lines will be up.

The Strategic Planning for Technology meetings with Joseph Ford are scheduled for March 6th – 8th. Joseph Ford would like to meet with the TLN and SLC Board Members separately as SLC has different items, like our Shared Automation System, to plan and discuss. The meeting will take place the evening of either March 6th or March 7th.

MeLCat Orientation Sessions to join MeLCat are schedule for the next two weeks. The orientation is for library staff to learn how to fill out the forms to move our data onto the MeLCat server.

The Sirsi Super Conference is February 18-22, in Colorado Springs. Tammy, Kristen Valyi-Hax, Systems Librarian and Lissa Potter, Software Support Specialist, are attending the conference.

Libraries are having difficulties with ProMed, our new delivery system. The President and Vice-President of Pro-Med have been talking with Turgeon and have agreed to improve their sorting area and reduce the length of book travel time to two days.

Our member libraries do not like the duffle style bags that ProMed uses. ProMed has agreed to let us use the flat bottom bags from Macomb County Library; therefore, we are going to purchase 195 bags from MCL.

We have asked for a quote from ProMed to add Saturday delivery to larger member libraries.

The original chairs we chose are not comfortable for long meetings and the table design has changed for the conference room. The table cost is not the same, but the chair cost has increased.

State finances are not good and the deficit has been estimated at seven hundred million. MLA did get a new lobbying firm, Government Consulting Services, Inc. to help lobby libraries from any further cuts.

The State Librarian, Nancy Robertson, is holding a “Town Hall Meeting” at Clinton-Macomb Main on Tuesday, March 6th from 9:30 – 2:00 pm.

Banks require social security numbers and Board members do have to go in the bank if they need to be put on as a signer or update CDs. We are requesting that a letter be sufficient proof to add new signers.

B. Budget Report (enclosure).

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

C. Investment Report.

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

VIII. Public Participation.

Don Macintosh – Warren Public Library.

IX. The next meeting date is on February 15, 2007 at the Warren Civic Center.

X. Adjournment

Pasternak moved to adjourn at 7:50 p.m., supported by Gregory. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary