

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

Board Meeting
October 26, 2006

- I. The meeting was called to order at 7:04 p.m. at the Eastpointe Public Library by Frank Pasternak, Chair.

Trustees present: Michael Miller (Chesterfield), Denise Giordano (Eastpointe), Michael Keith (Roseville), Mark Wollenweber (St. Clair Shores), Ron Black (Shelby), Lynne Gregory (Troy), Kathy Tracy (Utica), Frank Pasternak (Warren)

Trustees absent: Barbara Brown (Clinton-Macomb), Nancy Todorovich (Sterling Heights)

Staff present: Tammy Turgeon (Suburban Library Cooperative)

- II. Approval of the Agenda.

Change Agenda Item VI. B. to Lease new photocopier.

Add Agenda Item VI.C. Cleaning Services. Add Agenda Item VI. D. Election of Officers. Keith moved to approve the Agenda as amended, supported by Giordano. Motion carried.

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

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

- IV. Member Library concerns.

Welcome to Ron Black from Shelby Township Library as our new Board Member.

- V. Approval of the bills.

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

- VI. Action Items.

A. Purchase new piece for SVA (enclosure)

SVA is currently calling patrons once a day. More patrons are using the phone notification system. Currently, we have two lines to call in and two lines for call outs. We would like to add a new board and add two lines now and two lines in a few years, if needed. The cost is \$10,000 plus \$1760 maintenance fee. The hardware will be depreciated over four years. Motion made by Gregory to approve the purchase of a new board with two lines for

\$10,000, supported by Keith. Motion carried.

B. Lease new photocopier (enclosure)

Lease a Toshiba E-Studio 205 photocopier from Premier Business Products, Inc. for 36 months at \$103.94/month and maintenance of \$.011/copy. The full maintenance contract includes 100% parts, labor and toner. Premier has a four hours service response time.

Motion made by Miller to approve the Lease of the Toshiba E-Studio from Premier Business Products for \$103.94 per month plus maintenance cost, supported by Tracy. Motion carried.

C. Cleaning Services (enclosure)

Tedesco Building Services, Inc. is used by an SLC member library and will provide cleaning services for two days per week for our new building at a cost of \$73.76 per week. This is a one year contract and they will provide proof of Insurance.

Motion made by Wollenweber to approve Tedesco Building Services, Inc. one year contract for two days per week cleaning services, supported by Miller. Motion carried.

D. Election of Officers (enclosure)

Officers for the SLC Board must be elected annually. There are three positions: Chair, Vice-Chair and Secretary.

The Nominees are:

Chair: Michael Keith

Vice-Chair: Michael Miller

Secretary: Nancy Todorovich

Motion made by Tracy to approve the new Board nominees as listed, supported by Giordano. Motion carried.

VII. Information Items

A. Automation Report.

Strategic Planning for Technology results from the surveys, focus groups and meetings with TLN are in. The final report will be complete in March. Turgeon would like to create a study group consisting of three board members from SLC and three from TLN. This group will evaluate Turgeon's findings on whether TLN and SLC should merge. Keith, Pasternak and Gregory volunteered for the new committee and will meet before the next Board Meeting.

B. Budget Report (enclosure).

Buss & Company will be completing the SLC audit the first week of November.

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

C. Investment Report.

CD investments are doing well. The Investment Committee met with Daniel Kanter and found that SLC doing rate shopping is a benefit and we are getting better rates for public funds. Daniel Kanter is going to do a cost analysis report on what we should do with our long term investment.

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

VIII. Public Participation.

The Suburban Library Cooperative presented a Certification of Recognition to Mark Wollenweber for his years of service from 2001-2006.

IX. The next meeting date is on November 16th, 2006 at the Chesterfield Township Library.

X. Adjournment

Tracy moved to adjourn at 8:00 p.m., supported by Black. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary