

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

Board Meeting
September 30, 2004

I. The meeting was called to order at 7:10 p.m. at the Mt. Clemens Public Library by Mark Wollenweber, Chair.

Trustees present: Dorothy Upshaw (Macomb County), Kathy Tinkler (Mount Clemens),
Judith Weibel (Romeo), Mark Wollenweber (St. Clair Shores),
Nancy Todorovich (Sterling Heights)

Trustees absent: Peg Lamont (Clinton-Macomb), Mary Rose (MacDonald),
Robert Kearis (Shelby Township) Lynne Gregory (Troy).

Staff present: Dale Parus (Harper Woods), Tammy Turgeon (Suburban Library Cooperative)

II. Approval of the Agenda

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

III. Approval of the minutes of the last meeting.

Upshaw moved to approve the minutes of the last meeting, supported by Weibel. Motion carried.

IV. Member Library concerns

There were none.

V. Approval of the bills.

- A. June
- B. July
- C. August
- D. September

Upshaw moved to approve payment of the June, July, August and September bills, supported by Todorovich. Motion carried.

VI. Action Items.

A. Selection of Auditing Firm.

Upshaw moved to approve the selection of Buss & Company as SLC's auditing firm through 2008, supported by Weibel. Motion carried.

B. SLC Brochure.

The final quote is \$19,750 with 100,000 copies to be printed. Great Parents, Great Start is donating \$5000, and SLC to pay the remaining invoice amount of \$14,750.

Motion made by Todorovich to approve the production of the SLC Brochure, supported by Tinkler. Motion carried.

C. Personnel Committee Recommendation.

Upshaw moved to update and continue the SLC Substitute Clerks list, supported by Tinkler. Motion carried.

D. Foreign Language – ESL Collection.

ESL = English as a Second Language.

Tinkler moved to approve the Foreign Language/ESL Collection, supported by Upshaw. Motion carried.

E. ILL Annual Plan.

Upshaw moved to approve the ILL Annual Plan as recommended by the ILL Annual Plan Committee, supported by Todorovich. Motion carried.

F. 2004-2005 Salary Schedule.

Copies of Turgeon's evaluation conducted by the Personnel Committee will be sent to the Board.

Upshaw moved to approve the 2004-2005 salary schedule, with an increase of 2.6% for the Director, supported by Todorovich. Motion carried.

G. 2004-2005 Annual Plan.

Item V - Board recommended changing Groups outline to reflect their respective Class Level rather than roman numerals.

Motion made by Tinkler to approve the 2004-2005 Annual Plan with the recommended changes, supported by Todorovich. Motion Carried.

H. 2003-2004 Budget Revision.

Upshaw moved to approve the 2003-2004 Budget Revision, supported by Todorovich. Motion Carried.

I. 2004-2005 Budget.

Todorovich moved to approve the 2004-2005 Budget, supported by Tinkler. Motion Carried.

J. Harper Woods Workflows.

Motion made by Todorovich to approve the reduction of the workflow staff user for Harper Woods, supported by Tinkler. Motion Carried.

VII. Information Items

A. Automation report.

Due to some minor printing glitches, when installing the new production server, Sirsi is providing us with 2 Foreign Language versions of our online catalog at no charge.

B. Investment Report.

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

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

Dale Parus thanked everyone for supporting the Harper Woods Library during this time of renovation and additional building space.

An appreciation plaque was given to Upshaw, Rose, Tinkler and Lamont for their term on the board. Turgeon thanked them for serving and invited them to the dinner at the joint meeting in October.

IX. The next meeting will be a joint meeting with Macomb County Library Board, held on Monday, October 25, 2004 at the Macomb County Library. Our meeting is at 6 p.m., dinner is at 6:30 p.m. and the joint meeting starts at 7 p.m.

X. Wollenweber moved to adjourn at 7:50 p.m., supported by Upshaw. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary