

**SUBURBAN LIBRARY COOPERATIVE**  
**16480 Hall Road**  
**Clinton Township, Michigan 48038**  
**(586) 286-5750**

**COUNCIL MINUTES**

**Chesterfield Township Library**  
**August 14, 2003**

I. The meeting was called to order at 9:30 a.m. at the Chesterfield Township Library.

Present: Smith (Armada), Russ (Center Line), Lusardi (Chesterfield), Conte (Eastpointe), Suess (Fraser), Parus (Harper Woods), Johnson (Lenox), Thomas (MacDonald), Kruse (Romeo), Valade (Roseville), Woodford (St. Clair Shores), Chambers (Shelby), Lingeman (Sterling Heights), Cram (Troy), Doege (Utica), Henderstein (Warren), Turgeon and Valyi-Hax (SLC).

Absent: Hage (Clinton-Macomb), Reghi (Lois Wagner), Deis (Macomb), Worrell (Mount Clemens),

II. Approval of the Agenda.

Agenda Item IV. D. 2003-04 Budget was switched with Item IV. F. Universal Service Funds.

Lusardi moved to approve the Agenda as amended, supported by Chambers. Motion carried.

III. Approval of the minutes of the last meeting.

Valade moved to approve the minutes of the June meeting, supported by Woodford. Motion carried.

IV. Suburban Library Cooperative Business.

A. Automation.

The new SpamLion software was installed and is functioning to block spam email. Directors reported that some spam is still getting through. Classes are scheduled for August and September.

Some staff members are not using their libcoop accounts. Directors were asked to check with their staffs and notify SLC which accounts are not being used so those licenses may be cancelled.

The Internet Training Center now has walls thanks to Carolyn Deis.

SLC is still having difficulty installing Release 2003 because of hard drive space. Staff is working with Sirsi to resolve the problem. If the problem is not resolved today, it will not be installed on the production server until Sept 11<sup>th</sup> or 18<sup>th</sup>.

Seven libraries indicated interest in Envisionware. Quote has not yet been received.

Reports for collection agency libraries are now run on Wednesday mornings.

B. 2003-04 Annual Plan.

Based on suggestions from the three groups of member libraries, the Annual Plan Committee recommends the 2003-04 Annual Plan.

Henderstein moved to recommend the 2003-04 Annual Plan to the Board, supported by Russ. Motion carried.

C. 2003-04 Salary Schedule.

The Personnel Committee recommends the 2003-04 salary schedule based on a 1.7% cost of living increase and a merit raise of 0-1%.

Parus moved to recommend the 2003-04 salary schedule to the Board, supported by Chambers. Motion carried.

D. Erate/Universal Service Funds.

CIPA is in effect for receiving Erate/USF funds. Since the Cooperative's policy has always been to not filter but to leave filtering as a local library decision, Turgeon recommends that SLC not apply for Erate funds for its Internet connections. SLC would still apply for telecommunications reimbursements which would total approximately \$10,000 per year. Since SLC received over \$60,000 in reimbursements this year, the remaining \$50,000 would have to come from the fund balance.

Suess moved to recommend to the Board that SLC not apply for Erate funds for its Internet connections, supported by Chambers. Motion carried.

E. MiLE Board.

Three volunteers are needed to serve on a MiLE Board to oversee the various committees. Tammy Turgeon, Dale Parus and Carol Lingeman volunteered. A MiLE Users' Day has been tentatively scheduled for Nov. 7<sup>th</sup> at Walsh College Novi Branch. More information will follow.

Lusardi moved to recommend Turgeon, Parus and Lingeman to serve on the MiLE Board, supported by Kruse. Motion carried.

F. 2003-04 Budget.

Chambers moved to recommend to the Board the 2003-04 Budget based on the recently approved governor's budget for state aid of .436 per capita, supported by Lusardi. Motion carried.

G. Newsletter.

Suess moved to recommend to the Board the publication of a quarterly newsletter at a cost of \$300 per issue, supported by Parus. Motion carried. The project will be reviewed at the end of the first year.

V. Announcements and Information.

A. Reed Act Grant with TLN.

SLC and TLN will apply for a Reed Act Grant to teach member library staff how to work with the unemployed. TLN will be the fiscal agent. The draft grant application will be sent out to volunteers from each cooperative for their input. The total grant is for \$20,000 (\$10,000 per cooperative).

Public Policy Committee.

The Public Policy Committee made three recommendations: 1) The Chair of the Public Policy Committee has a seat on the Executive Board; 2) The Public Policy Committee meetings are scheduled before the Executive and Steering Committees meet; 3) The Public Policy Committee has a voice in the next RFP for political consulting services.

VI. Member libraries' announcements/concerns.

Thank you to Chesterfield for hosting the meeting.

Carolyn Deis delayed her retirement. Today is her last day. Darlene LaBelle has been hired as the new Director of the Macomb County Library.

CHE- Candace Miller would like to organize a junket for SLC Directors to travel to Washington, D.C. to have a private tour of the Library of Congress and meet the Chief Librarian. She has been invited to attend a SLC Council meeting.

Friends book sale will be on Sept. 17<sup>th</sup>.

Library Open House will be in Oct. 11<sup>th</sup>.

Summer Reading Club was very successful.

- CLL- Received a \$5,000 donation.  
Summer Reading Club went extremely well. It ended with a Center Line Idol program.
- TPL- Open House for the Teen Center will be on Sept. 8<sup>th</sup>.  
2,000 participated in the Summer Reading Club.  
600 kids attended each of three shows featuring a magician.
- EPL- East Detroit Historical Society is selling a book *Images of America – Eastpointe* for \$19.95. Orders and checks may be sent to Joyce Conte.  
When will database pricing be available? (Initial prices should be available next week.)  
Friends raised almost \$1500 at their used book sale.  
Attic Treasure Sale will take place in September.  
Garden renovation bid should be awarded on Aug. 19<sup>th</sup>.  
Received \$750 donation from DTE Energy.
- RSV- Increased participation in Summer Reading Club this summer.  
Received \$500 donation from Sam's for children's programming.  
Part-time librarian position is open.
- UPL- Increase in Summer Reading Club.  
Purchased new furniture.
- LEN- Successful Summer Reading Club.  
Program featuring author Tom Grace will be held on Sept. 9<sup>th</sup> funded by a grant from the Michigan Council for the Arts through the Library Cooperatives of Michigan.  
Friends are planning a trip to Greenfield Village.
- ARM- Successful Summer Reading Club. 91 children attended the pizza party finale.
- MPL- Signed a contract with Beth Bagley-Stanton to be the Community Program Coordinator.  
Programs include a Family Storytime, Teen Time at the Mac, and Booked For Lunch.  
Library will be closed the last week of August to finish the carpeting.
- SHL- About 2,000 children participated in the Summer Reading Club.
- FRA- Successful Summer Reading Club.  
Garden project is moving along.
- WPL- Successful Summer Reading Club.  
Miller Branch opened May 12<sup>th</sup> in the Community Center. 1,000 people attended the grand opening on June 14<sup>th</sup>.  
Smudge Fun Days entertained for Summer Reading Club.  
Great Books Adult Book Discussion will be held the second Tuesday of each month at the Guest Branch.  
Plans for the new City Hall and Library are moving along.  
Friends received \$25,000 donation from the GM Tech Center.  
Friends Book Sale raised \$9,000.
- SCS- Friends earmarked \$10,000 for a DVD collection.  
Last of shelving should arrive this month.  
Attendance decreased at the Summer Reading Club.  
Do any libraries have a policy regarding cell phone use in the library? (Yes. Most libraries post signs on the door and throughout the library stating cell phone use is prohibited.)  
Coffee shop is doing well.  
Stained glass windows should be installed the end of the month.  
Penal Fines report is not accurate. (The report is an estimate.)
- ROM- 240 people attended the Garden Walk. Very successful.  
Joint book sale with AAUW will be held during the Peach Festival at the Community Center.  
Lobby furniture has been ordered.  
Successful Summer Reading Club. 250 people attended the finale featuring Amazing Egghead.

Opening for Adult Services Librarian.  
Starting an MP3 Audio Books collection.

SBL- Successful Summer Reading Club. Ron, the Bubble Man entertained at the final program. Friends donated \$18,000 for eight new Internet computers. Ribbon-cutting ceremony will be held on Aug. 18<sup>th</sup>.

HPW- Successful Summer Reading Club.  
35 units of blood were donated during blood drive.  
Rep. Kilpatrick visited the library to discuss the Privacy Act.  
Open House will be held on Sept. 6<sup>th</sup>.  
City Council approved library bond issue for the Nov. 4<sup>th</sup> ballot.

VII. Public Participation.

No public participation.

VIII. Next meeting date.

The next meeting will be September 11, 2003 at the Troy Public Library. Turgeon will be on maternity leave. Members present will appoint a Chair.

IX. Meeting adjourned at 11:00 a.m.