

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

Board Meeting  
September 25, 2003

I. The meeting was called to order at 7:00 p.m. at the Macomb County Library by Peg Lamont, Chair.

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

Trustees absent: Dorothy Upshaw (Macomb County), Judith Weibel (Romeo), Frank Pasternak (Warren).

Staff Present: Tammy Turgeon.

II. Approval of the Agenda

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

III. Approval of the minutes of the last meeting.

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

IV. Member Library concerns

There were none.

V. Approval of the bills.

A. Wollenweber moved to approve payment of the June bills, supported by Kearis. Motion carried.

B. Kearis moved to approve payment of the July bills, supported by Rose. Motion carried.

C. Wollenweber moved to approve payment of the August bills, supported by Rose. Motion carried.

D. Tinkler moved to approve payment of the June bills, supported by Wollenweber. Motion carried

VI. Action Items.

A. 2003-04 Annual Plan.

Wollenweber moved to approve the 2003-04 Annual Plan as recommended by Council, supported by Kearis. Motion carried.

B. Director Evaluation.

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

C. 2003-04 Salary Schedule.

Wollenweber moved to approve the 2003-04 Salary Schedule, supported by Kearis. Motion carried.

D. 2002-03 Budget Revision.

Rose moved to approve the 2002-03 Budget, supported by Kearis. Motion carried.

E. 2003-04 Budget.

Kearis moved to approve the 2003-04 Budget, supported by Wollenweber. Motion carried.

F. Erate/Universal Service Funds.

Wollenweber moved to approve SLC's application for telecommunications reimbursements, supported by Tinkler. Motion carried.

G. Standards & Procedures Committee recommendations.

Kearis moved to approve the Records Retention Policy as recommended by the Standards & Procedures Committee, supported by Todorovich. Motion carried.

Rose moved to approve the trial usage of a simultaneous user format for Workflows access as recommended by the Standards & Procedures Committee, supported by Kearis. Motion carried.

H. Sale of PCs.

Kearis moved to approve the sale of 15 used PCs and 11 used monitors, supported by Wollenweber. Motion carried.

I. 2003-04 Calendar of meetings.

Wollenweber moved to approve the calendar of SLC Board meetings for 2003-04, supported by Tinkler. Motion carried.

J. Newsletter.

Tinkler moved to approve the SLC quarterly newsletter which will be distributed to member libraries, trustees, and legislators, supported by Todorovich. Motion carried.

K. MiLE Board.

Wollenweber moved to approve Tammy Turgeon, Dale Parus, and Carol Lingeman as SLC representatives for the MiLE Board, supported by Kearis. Motion carried.

VII. Information items.

A. Automation report.

Release 2003 has been installed on the test server. It will be installed on the production server in mid-October.

B. Investment Report.

Kearis moved to receive and file the Investment Report, supported by Wollenweber. Motion carried.

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

There was no one.

IX. The next meeting will be held on October 23, 2003 at 6:00 p.m. at the Macomb County Library. It will be followed by dinner at 6:30 p.m. and a joint MCL/SLC Board meeting at 7:00 p.m.

X. Todorovich moved to adjourn at 7:40 p.m., supported by Rose. Motion carried.