

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

COUNCIL MINUTES
Macomb County Library
December 11, 2003

I. The meeting was called to order at 9:33 a.m. at the Macomb County Library.

Present: Smith (Armada), Sterling (Eastpointe) Suess (Fraser), Parus (Harper Woods), Thomas (MacDonald), LaBelle (Macomb), Kruse (Romeo), Valade (Roseville), Woodford (St. Clair Shores), Burgeson (Shelby), Lingeman (Sterling Heights), Stoutenburg (Troy), Doege (Utica), Henderstein (Warren), Turgeon (SLC).

Absent: Russ (Center Line), Lusardi (Chesterfield), Hage (Clinton-Macomb), (Lenox), Reghi (Lois Wagner), Worrell (Mount Clemens).

II. Approval of the Agenda.

Suess moved to approve the Agenda, supported by Lingeman. Motion carried.

III. Approval of the minutes of the last meeting.

Henderstein moved to approve the minutes of the last meeting, supported by Doege. Motion carried.

IV. Suburban Library Cooperative Business.

A. Automation.

List of Internet Coordinators was set up and is being used.

SpamLion is working well. However, the server has been crashing at midnight every night. Spam may be getting through between midnight and 7:30 a.m. SpamLion's software development team is working on fixing this problem.

System managers have created a list of their most troublesome issues with Sirsi. A ballot will be going out this week to create a list of the five top issues. Staff will work on correcting these issues.

Collection Agency referrals are still coming through as MCL. When libraries send new people to collection, they must go in and change the bill for the \$10.00 to their library instead of MCL. This must be done on Wednesday morning when the report is run. The bill created the next day will be from the correct library, not MCL. Sirsi is working on this problem.

New T1 line and router were installed.

Simultaneous user trial was not set up in July. It will be set up in January.

B. Personnel Committee Recommendations.

The Personnel Committee recommends a monetary compensation of \$500 for the Systems Librarian for her additional responsibilities during the Director's maternity leave.

Kruse moved to recommend to the Board a \$500 monetary compensation for Kristen Valyi-Hax, supported by Doege. Motion carried.

The Personnel Committee recommends a change to the Director's Employee Performance Appraisal that would add numbers next to each value rating to help members of the Personnel Committee and the compiler of the evaluation provide a more accurate evaluation of the Director. The Committee also recommends a change to the Director's Self-evaluation to make it correspond to the Director's Evaluation so the Personnel Committee would be better able to evaluate the Director and the Director would be able to provide more feedback on her performance.

Woodford moved to recommend the revised Director's Employee Performance Appraisal and the Director's Self-Evaluation form to the Board, supported by Valade. Motion carried.

The Personnel Committee recommends adding a statement to the Annual Leave Policy indicating that sufficient time banks will have accumulated by the date annual leave time is requested.

Suess moved to recommend to the Board the revised Annual Leave Policy, supported by Kruse. Motion carried.

The Personnel Committee recommends adding a statement to the Sick Leave Policy indicating that employees will be compensated only for time accrued.

Kruse moved to recommend to the Board the revised Sick Leave Policy, supported by Valade. Motion carried.

V. Announcements and Information.

A. MLA Public Policy.

Legislative Update was distributed and a message from Stephen Kershner stating that there is no cut in State Aid to Libraries in Governor Granholm's Executive order dealing with the \$920 billion shortfall in the State Budget. The Dept. of History, Arts & Libraries did receive a cut in the amount of \$583,100. The Library of Michigan will receive a cut of \$144,100 within that amount.

B. MiLE Board.

The new MiLE Board met on Dec. 3rd after the MiLE User Day meeting. Tammy Turgeon is Chair of the Board and Carol Lingeman and Dale Parus are on the Board. Volunteers are needed for new committees, including publicity, resource sharing, digitization, and virtual reference. MiLE Board meetings will be held quarterly.

VI. Member libraries' announcements/concerns.

Tammy will be back to work full-time in January.

MCL- Budget Committee approved emergency funding for the Macomb Literacy Program. It now goes to the full County Board.

Macomb Center for the Performing Arts would like to partner with SLC libraries. They are providing coupons valued at \$4.00 off regular ticket prices of **Seussical, The Musical** on Feb. 6th and 7th. One coupon may be given per each Dr. Seuss book checked out at SLC libraries during December and January. They hope this project will encourage young patrons to enjoy Dr. Seuss books and continue the experience by attending the Broadway produced musical based on the books.

FRA- Door to garden will be installed soon.

RSV- Acting Up Theater will perform at the children's Christmas party on Dec. 13th.
Looking at making available more computers with Internet access.

UPL- City will have an Ice Festival Feb. 13-15th. All proceeds will go to the library. Library will hold a book sale during the festival.

EPL- First phase of the garden project is complete. Dedication will be next Spring.

WPL- Will have a reptile show in January.
Plans are moving along for a new library.

MPL- Over 30 people attended a chess tournament. Very successful.

ROM- Library was awarded an Emma award from the Romeo/Washington Chamber of Commerce.

SCS- Finishing construction.
City's financial situation is grim.
Staff reported that there are problems with monthly reports. (Turgeon will check with staff.)

HPW- Had a very nice performance of *A Christmas Carol*.

VII. Public Participation.

No public participation.

VIII. Next meeting date.

The next meeting will be January 8, 2004 at the Macomb County Library.

IX. Meeting adjourned at 10:15 a.m.