

Orion Township Public Library
Board of Trustees Meeting Minutes, January 19, 2012

attendance			Policy	Finance	Fund Development	Board development	Building		Advocacy	Technology	Strategic planning	Human Resources	Director Evaluation
y	President	MaryAnne Thorndycraft	x	x	x	c	x		x	x	x	x	x
y	Vice-President	Mary Pergeau			x	x	x		x	c	c		
y	Secretary	Mike Luna			c				x		x		x
y	Treasurer	James Abramczyk	c	x			x		x	x		c	
y	Trustee	James Phillips	x	c			c		x				
y	Trustee	Bert Quinn							x	x		x	
y	Director	Linda Sickles											

- 1) Call to order @ 6:35 p.m.
- 2) Agenda: Approved as amended. Moved Abramczyk/Luna Approved
 - a) Additions of the following to the agenda:
 - i) Board meeting schedule (Action Item)
 - ii) Communication from the Township regarding the sewer extension (Communication)
- 3) Consent Agenda: Moved Phillips/ Abramczyk Approved
 - a) Minutes from last meeting
 - b) Bills
 - c) Financial Statement and Treasurer's Report, December 2011
 - i) Donations and library fines income were accretive to our total revenue for the year ended 12/31/11.
 - ii) Received notification on 12/29/2011 of a Michigan Tax Tribunal refund decision resulting in a \$58,000 unfavorable impact to the 2011 budget.
 - iii) \$150,000 under budget for expenditures for the entire year.
 - iv) The General Fund balance is \$1,875,116 as of 12/31/11.
 - v) The Plant Fund Balance is \$1,354,721 as of 12/31/11

Motion to receive the financial statements and treasurer's report. Motion Abramczyk/ Quinn Approved.
- 4) Call to the Public – Karen Knox
- 5) Communications
 - a) Received Thank You note from a candidate.
 - b) Received communication from the Township in regards to connection of the sewer line to the Library. The Township does not have any immediate plans to extend the sewer line to the Library property.
- 6) Director's report
 - a) Patron visits for the month of December: 15,229. The number of unique visitors to the Library's website increased 21% from last year. 732 fans belong to the Library's Facebook page.
 - b) Over \$10,000 in donations have been received from the direct mail request.
 - c) The Friends of the Library is conducting their book sale right now.

7) Old Business-None

8) Standing Committee reports

- a) Policy – None.
- b) Finance – Abramczyk resigned from Chair of the Finance committee. Thorndycraft appointed and Phillips accepted the role of Chair of the Finance committee.
- c) Fund Development – None
- d) Board Development – None
- e) Building – None
- f) Human Resources – None

9) Ad Hoc Committee Reports

Director Search Committee – Karen Knox has been selected as the Director of the Orion Township Public Library. Final details and paperwork are being processed and results are expected soon.

Motions related to Karen Knox

The Board approves pre-scheduled vacation at the end of February.

The Board approves reimbursement not to exceed \$2,000 for the PLA conference in Philadelphia in March.

The Board approves the procurement of a cell phone, of which is property of the Library.

Motions Phillips/ Abramczyk Approved. Motions passed.

February 6TH is the tentative start date, subject to the receipt of the balance of the paperwork.

10) Discussion Items

- a) None.

11) Action Items

- a) Resolution for Penny Peterson.
Motion to accept Resolution - Pergeau/ Abramczyk Approved. Motion passed.
- b) Meeting schedule for 2012
Motion to accept the meeting schedule – Abramczyk/ Pergeau Approved. Motion passed.

12) Advocacy

- a) Personal Property Tax – Discussion centered on the State of Michigan legislature.

13) New Meetings/Events Scheduled

- a) None

14) Questions from the Public – none raised

15) Trustee comments

The Board thanked Linda for her dedication to the Library, the Community and the Staff of the OTPL.

The Board welcomed Karen to the OTPL and wished her great success.

16) Adjournment at 8:05 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library