

Orion Township Public Library
Board of Trustees Meeting Minutes, February 16, 2012

attendance			Policy	Finance	Fund Development	Board developmen	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	Trustee	James Abramczyk	c	x			x		x	x		c	
y	Treasurer	James Phillips	x	c			c		x				
y	Trustee	Bert Quinn							x	x		x	
y	Director	Karen Knox											

- 1) Call to order @ 6:37 p.m.
- 2) Agenda: Approved as amended. Moved Abramczyk/Pergeau Approved
 - a) Additions of the following to the agenda:
 - i) Action Item – Resolution of the Co-Fiduciary of the OTPL Retiree Health Care Plan and Trust
 - ii) Finance agenda to New Business
 - iii) Discussion – Meet and Greet for Karen and a Naming area
- 3) Consent Agenda: Moved Pergeau/Abramczyk Approved as amended.
 - a) Minutes from last meeting
 - b) Bills
 - c) Financials under 7b.
- 4) Call to the Public – None
- 5) Communications
 - a) A Preschool and Child Care Directory has been created. Advertisements were paid. Website will be updated. The Board commends this effort and encourages this new
 - b) Supplement to American Libraries on e-books – Good information on future of e-books.
 - c) Negotiated library materials discounts (The Library Network) – Provides nice deals from certain publishers.
- 6) Director's report
 - a) Patron visits for the month of January: 19,767. The number of unique visitors to the Library's website increased 26% from last year. 740 fans belong to the Library's Facebook page.
 - b) Karen has met with several staff members.
 - c) Outreach department has been pulled under Adult Services without a department head position.
 - d) Met w/ Karrie Roeveer regarding the newsletter and having it produced in-house.
 - e) The audit went well. Draft available at the March 22, 2012 Board of Trustees meeting.
 - f) Meeting with Goyette to review the rooftop HVAC units.
 - g) Resignation from Claire Poynter. A posting will be communicated for a part-time child services position soon.
- 7) Old Business-None
 - a) New Business
 - i) OTPL Retiree Health Care Plan and Trust – See action items.

- b) Financial Statement and Treasurer's Report, January 2012
 - (1) Another check from the Township. February 3, 2012 \$1,093,374.02 was received. The Township has not adhered to the statute of timely transferring money to the OTPL. Jan 4, 17, 30, Feb 15. The Township has been a few payments behind. 1st 3 received. The 4th payment should have been received yesterday. The OTPL is missing the deferred payments from last year (late payments received by the County). Last year, we received these payments in December 2010.
- 8) Standing Committee reports
 - a) Policy – None
 - b) Finance – None
 - c) Fund Development – None
 - d) Board Development – None
 - e) Building – None
 - f) Human Resources – None
- 9) Ad Hoc Committee Reports
 - None.
- 10) Discussion Items
 - a) Electronic board packet will begin with next the meeting next month. The Board will continue to receive ancillary information at each meeting.
 - b) Meet and Greet for Karen. April was discussed as an ideal month to hold this event. A date will be chosen during the March Board meeting.
 - c) Staff asked about naming an area in the library in honor of Linda Sickles. Abramczyk suggested asking the TLN community for examples for a Naming Policy, after which time the staff's inquiry will be discussed by the Board.
- 11) Action Items
 - a) Board Resolution for Appointment of Investment Co-Fiduciary of Retiree Health Care Plan and Trust – A copy of the Resolution is on file at the Library.

Motion to accept Resolution - Pergeau/ Abramczyk Approved. Motion passed.
- 12) Advocacy
 - a) The Friends of the Library coupon books were featured in the publication The Voice for Americas Libraries.
- 13) Questions from the Public – No public.
- 14) Trustee comments
 - The Board welcomed Karen to the OTPL and wished her continued and great success.
- 15) Adjournment at 7:53 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library