

Orion Township Public Library
Board of Trustees Meeting Minutes, March 22, 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	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 @ 6:30 p.m.
- 2) Agenda: Approved as amended. Moved Pergeau/Luna Approved
 - a) Additions of the following to the agenda:
 - i) Discussion items - Karen's welcome
 - b) Finance report out of the Consent Agenda.
- 3) Presentation of December 31, 2011 Audit by Aaron Stevens, CPA, Abraham/Gaffney (A/G)
 - a) Mr. Stevens presented the results of the audit. This was for the 2nd year for A/G to audit the library.
 - b) Opinion issued was unqualified – a clean opinion.
 - c) No internal controls were deficient, according to A/G.
 - d) A copy of the audited financial statements and footnotes will be available on the Library's website.
- 4) Consent Agenda: Moved Abramczyk/Phillips Approved as amended.
 - a) Minutes from last meeting
 - b) Bills
 - c) Financial Statement and Treasurer's Report from February 2012
 - i) We received another set of property tax revenue from the Township. One additional revenue stream is expected.
- 5) Call to the Public – None
- 6) Communications
 - a) Thank you from JC Brown, 30 Years and 30 Libraries project
 - b) Press coverage – Karen will include press coverage of the Library.
 - i) The Lincoln Exhibit was featured in the Lake Orion Review.
 - ii) The Patch is an online-only news source for local activities. See it online at <http://oaklandtownship.patch.com/>
 - c) Youth Yellow Pages Directory for Orion Township, created by the OTPL.

7) Director's report

- a) Patron visits for the month of January: 18,542.
- b) Goyette has completed the rooftop unit project.
- c) Karen continues to meet with staff members.
- d) Programs continue to be strongly attended by Patrons.
- e) Karen was named a 2012 Mover and Shaker. Only 50 people are awarded this honor by the Library Journal
- f) Karen discussed with the Board the opportunity to use laptops already in inventory at the Library for rental periods by Patrons. After further discussion, Abramczyk moved to change the schedule of fees to include laptop rental of \$5.00 per hour. Phillips approved. Motion passed.

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) Future ILS upgrade – Karen spoke with Polaris and other vendors at the Public Library Association. Based on Karen's experience, she recommends moving forward with Polaris. Board members requested additional due diligence and further research by Library staff prior to making a decision on an expectedly significant investment of Library funds. Karen will return with such information at the next Board of Trustees meeting.

At this time Trustee Quinn left the meeting.

- b) Karen's meet and greet – Suggestion to hold the event on April 12th from 4 p.m. to 7 p.m. in the Orion Room.

11) Action Items

None.

12) Advocacy

- a) Geek the Library campaign – This is a nationwide campaign. TLN is willing to support local libraries if there is interest by multiple libraries. For more information, visit. <http://geekthelibrary.org/>. The Board supports Karen's request to proceed with the opportunity to generate continued and enhanced awareness of the OTPL.

13) Questions from the Public – No public.

14) Trustee comments

15) Adjournment at 8:38 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library