Orion Township Public Library
Board of Trustees Meeting Minutes, May 17, 2012

<table>
<thead>
<tr>
<th>attendance</th>
<th>President</th>
<th>MaryAnne Thorndycraft</th>
<th>Vice-President</th>
<th>Mary Pergeau</th>
<th>Secretary</th>
<th>Mike Luna</th>
<th>Trustee</th>
<th>James Abramczyk</th>
<th>Treasurer</th>
<th>James Phillips</th>
<th>Trustee</th>
<th>Bert Quinn</th>
<th>Director</th>
<th>Karen Knox</th>
</tr>
</thead>
<tbody>
<tr>
<td>y</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>c</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>c</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
</tbody>
</table>

1) Call to order @ 6:36 p.m.

2) Agenda: Approved as amended. Moved Abramczyk/Phillips Approved
   a) Additions of the following to the agenda:
      i) Discussion – Financials
      ii) Action items – Director review

3) Call to the Public – None

4) Consent Agenda: Moved Phillips/Abramczyk Approved as amended.
   a) Minutes from last meeting

5) Financial Statement and Treasurer’s Report from April 2012
   a) On May 9th, over $79,000 was received from property taxes, with a balance of approximately $25,000 compared to budget.

6) Bills
   a) Moved Phillips/Luna Approved and motion carried to accept the bills as presented.

7) Communications
   a) Articles from the Staff were reviewed.
   b) Press coverage
      i) Article after the “Meet and Greet” was presented.
   c) Newsletter was reviewed. Positive feedback received.
   d) The Library’s Retiree Medical Benefits report was reviewed. We will have sufficient funds for the next year. However, we may need to increase contributions to be adequately covered.
   e) The RFP for an automated ILS was briefly reviewed which is posted on the Library’s website. Sent to 6 different vendors. June 20th is the due date for the RFP.
   f) The 2011 Annual Report was reviewed.
   g) Volunteer luncheon on May 22nd at 12:00 p.m.

8) Director’s report
   a) National Library Week.
   b) Almost $1,000 was earned during the Women’s Night Out.
   c) The Garage Sale occurred during the month. Over $2,300 was raised.
   d) The Orion Center opened. Delores is running the branch library located on the lower level.
   e) A refurbished vending machine will be purchased.
f) Parking spaces will be compliant with the regulations for all voting precincts as a result of a grant received by the Township at no cost to the Library.
g) The Friends of the Library are holding their Book Sale.
h) Various Advocacy opportunities were discussed during the Director’s Report
i) Summer Reading Kick-Off will be June 9th from 11:00 a.m. to 2:00 p.m.
j) Almost 40,000 people visited the Library during the month.

9) Old Business
   a) Status of the RFP for ILS. Discussed above.
   b) Finance Committee questions
      i) Comcast bills
      ii) Library Design contract

10) Standing Committee reports
    a) Policy – Minutes from the meeting were sent to the Board.
    b) Finance – Minutes from the meeting were sent to the Board. The 2012 amended budget was presented and discussed. A reallocation was made from Salaries, as a result of recent personnel changes, to an increase in the Automation/Technology/Databases and Education/Training/Dues line items. Motion from the Finance Committee to accept the 2012 budget as amended. Motion carried.
    c) Fund Development – Request to monitor the fundraising activities revenue and the related expenses.
    d) Board Development – Thorndycraft shared with the Board an article on Michigan’s scorecard.
    e) Building – None
    f) Human Resources – None

11) Ad Hoc Committee Reports
    None.

12) Discussion Items
    a) Discussion of the James Ingram.
    b) Investigating the oral history collection.
    c) Discussion of renting the computer lab. $100.00 per hour is suggested.
    d) Overdrive WIN. Want It Now. Patron driven acquisitions. Allow patrons to suggest to the Library e-books to purchase.
    e) The Collaborate had a meeting this morning. Bid out the fire extinguisher certifications. Significant savings are expected.

13) Action Items
    a) Director review. This is the 3 month review. Meeting to be scheduled before the next Board meeting.

14) Advocacy

15) New meetings scheduled
    a) Reminder that the next Board of Trustees meeting is June 28th.

16) Questions from the Public – No public.

17) Trustee comments

18) Adjournment at 8:36 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library