

Orion Township Public Library
Board of Trustees Meeting Minutes, October 18, 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				
n	Trustee	Bert Quinn							x	x		x	
y	Director	Karen Knox											

- 1) Call to order @ 6:36 p.m.
 - a) Agenda: Moved Abramczyk/Pergeau Approved.
 - i) Additions of the following to the agenda: None.
 - b) Financial portions out of the consent agenda.
- 2) Consent Agenda as amended: Moved Pergeau /Phillips Approved.
 - a) Minutes from last meeting
 - b) Bills
- 3) Financial Statement and Treasurer's Report from September 2012
 - a) A delinquent property tax payment was received in September for approximately \$8,069.
 - b) Capital improvements show expenditures related to the new ILS, Polaris.
- 4) Call to the Public – None
- 5) Communications
 - a) Press coverage:
 - b) Patch articles were reviewed which included the Chess Club. Library staff columns in the Patch – by Alice Cruz and Kristen Remenar.
 - c) Tools of the Trade column by Karen Knox, October 2012
 - d) MLA Update, October 5, 2012
- 6) Director's report
 - a) Copy of report is on file.
 - b) The Youth department implemented a first come, first serve basis for participating in programs rather than requiring pre-registration. It appears to be working well.
 - c) The Michigan Humanities Council for a Making Sense of the American Civil War awarded a \$500 grant to OTPL as a result of an application prepared by Alice Cruze. The Board appreciates the extra effort and dedication exhibited by Alice and other staff.
 - d) Statistics were discussed and copy of the report is on file.
- 7) Old Business
 - a) Strategic Planning meeting in January 2013.
 - b)

- 8) Standing Committee reports
 - a) Policy – Rescheduled meeting date set for October 29th at 5:00 p.m. at the Library.
 - b) Finance – Review of the budget for 2013 on November 19th at 5:00 p.m. at the Library.
 - c) Fund Development –Marty from the Friends of the Library is researching how to structure the Foundation status of the Friends of the Library which would include an Endowment Fund.
 - d) Board Development – None.
 - e) Building – None
 - f) Human Resources – Heath care and benefits will be discussed as soon as data is received and analyzed for the committee. Meeting set of October 29th at 6:00 p.m. at the Library.
- 9) Ad Hoc Committee Reports
None.
- 10) Discussion Items
None.
- 11) Action Items
 - a) The 2013 Calendar of Library Closings was discussed. No furlough days were placed on the Calendar.
Motion to approve the 2013 Calendar of Library Closings as presented by Abramczyk /Phillips approved. Motion passed.
- 12) Advocacy –
 - a) None.
- 13) New meetings scheduled
 - a) Policy Committee to meet on October 29th at 5:00 p.m. at the Library.
 - b) Human Resources Committee to meet on October 29th at 6:00 p.m. at the Library.
 - c) Finance Committee to meet on November 19th at 5:00 p.m. at the Library.
- 14) Questions from the Public – No public.
- 15) Trustee comments
- 16) Adjournment at 7:30 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library