

Orion Township Public Library  
Board of Trustees Meeting Minutes, March 21, 2013

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
n	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 @ 6:43 p.m.
  - a) Agenda: Moved as presented Phillips/ Pergeau Approved.
- 2) Introduction of new employees.
- 3) Presentation of December 31, 2012 Audit by Aaron Stevens, CPA, Abraham/Gaffney (A/G)
  - a) Mr. Stevens presented the results of the audit. This was for the 3<sup>rd</sup> year for A/G to audit the library.
  - b) Opinion issued was unqualified – a clean opinion.
  - c) No internal controls were noted as 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 as presented: Pergeau/Phillips Approved.
  - a) Minutes from last meeting
  - b) Financial Statement and Treasurer's Report from February 2013
- 5) Call to the Public – None
- 6) Communications
  - a) Sydney Wilson, Girl Scout, is creating a volunteer program at the OTPL as part of the Silver Award.
  - b) 201 teams Battle of the books 2013.
  - c) MLA update presented.
  - d) FCC Chairman, Julius Genachowski, addressed the ALA Conference and discussed the importance of Public Libraries in our society.

7) Director's report

- a) Science workshops are doing very well.
- b) Becky Bolin has joined the staff as our new Community Relations Specialist.
- c) The Friends of the Library continue to plan the spring Gala event. They meet on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month at 7 p.m. The event is scheduled for Saturday, April 27<sup>th</sup> from 7pm to 10 pm. The Library will close at 2:00 p.m. to prepare for the event.
- d) The Greater Federation of Women's Clubs Lake Orion will be planning various events at the Library in 2014 to celebrate their 100-year anniversary.

8) Old Business

None.

9) Standing Committee Reports

- a) Policy Report –
  - i) The Naming Policy was discussed. The motion is from the Policy Committee. Motion passed with no dissent.
- b) Finance – Discussion focused on the investment options for the Ingram restricted gift. It was decided not to make any changes to the current investment or spending of the gift at this time. Continued discussion on the planned giving and bequests efforts of the Library.
  - i) Finance Committee meeting on April 11<sup>th</sup> at 5:00 p.m. at the Library.
- c) Fund Development – None
- d) Board Development – None.
- e) Building – None
- f) Human Resources – None

10) Ad Hoc Committee Reports

Strategic Planning meeting – Met with Kim Bolan via Skype. Surveys would be on-line and random sampling. Survey will be built from the results of Focus Groups. Mission statement should be able to be worn on a T-Shirt. An estimated proposal for \$8,000 to \$12,000 for her services was provided. Motion is coming out of the Committee to accept the proposal and not to exceed \$15,000. Motion passed with no dissent.

11) Discussion Items

None.

12) Action Items

None.

13) Advocacy –

None.

14) New meetings scheduled

a) Finance Committee – Thursday April 11<sup>th</sup> at 5:00 p.m. at the Library.

15) Questions from the Public – No public.

16) Trustee comments

17) Adjournment at 8:22 p.m.

Mike Luna  
Secretary, Board of Trustees  
Orion Township Public Library