

Orion Township Public Library  
Board of Trustees Meeting Minutes, June 20, 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
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 @ 6:35 p.m.
  - a) Agenda: Moved as amended Quinn/ Phillips Approved.
- 2) Consent Agenda as presented: Abramczyk/ Pergeau Approved.
  - a) Minutes from last meeting
  - b) Bills
  - c) Financial reports
- 3) Call to the Public – None
- 4) Communications
  - a) Continued press coverage in a variety of media.
  - b) MLA update – New president.
  - c) Karen on ONTV often describing activities at the Library.
- 5) Director's report
  - a) Rotation of Orion Center collection.
  - b) Many school visits during May to promote
  - c) 1,149 people attended the Summer Book. Comments were made regarding the lack of parking, which related to the large amount of parking. Great staff and team of volunteers and very well organized.
  - d) 985 signed up for Summer Reading Program thus far
  - e) Unpaid Library internship has been created by Beth Sheridan
  - f) Student from high school created a PSA for the Summer Reading Program

- g) Staff and Director are in the process of developing a Parent-Child workshop. A video was presented to the Board and the Program synopsis was well received. Time frame for sharing with patrons is scheduled for next spring.
- h) Jim Phillips, Marty Wheeler and Karen attended a Planned Giving Roundtable on June 6<sup>th</sup>. Good information was obtained and will be discussed in a sub-committee.
- i) Friends of the Library are holding their silent auction.

6) Old Business

Naming of the Orion Room – James Ingram Room. The dedication will be held at a date to be determined.

7) Standing Committee Reports

a) Policy Report –

i) None

b) Finance – Budget preparation, first review. Monday, July 8<sup>th</sup> at 6:00 p.m. at the Library.

c) Fund Development – Discussion of Planning Giving event. Monday, July 8<sup>th</sup> at 7:00 p.m. at the Library. Committee to also discuss Brick Paver donations.

d) Board Development – None.

e) Building – None

f) Human Resources – None

8) Ad Hoc Committee Reports

Strategic Planning - Report. 12 focus groups over 3 days, 93 participants. Survey has been live for a few weeks with over 400 surveys completed. Live until July 5<sup>th</sup>. Many people have taken the time to provide comments. An hour before the July Board meeting, Kim will present the results of the focus groups. A preliminary report was reviewed by the Board in anticipation of the final report.

9) Discussion Items

Reading Garden – Discussion occurred regarding naming bricks as a fundraiser. Asked Fund Development to discuss.

10) Action Items

None

11) Advocacy –

12) New meetings scheduled

a) Finance Committee - Monday, July 8<sup>th</sup> at 6:00 p.m. at the OTPL.

b) Fund Development Committee – Monday July 8<sup>th</sup> at 7:00 p.m. at the OTPL.

13) Questions from the Public – No public.

14) Trustee comments

15) Adjournment at 8:50 p.m.

Mike Luna  
Secretary, Board of Trustees  
Orion Township Public Library