

Orion Township Public Library
Board of Trustees Meeting Minutes, August 15, 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 @ 7:11 p.m.
 - a) Agenda: Closed session added after public
 - b) Moved as amended Abramczyk/Phillips Approved.
- 2) Consent Agenda as presented: Phillips / Abramczyk Approved.
 - a) Minutes from last meeting
 - b) Bills
 - c) Financial reports
- 3) Call to the Public –

Members of the Friends of the Orion Township Library spoke with the Board
Excited to collaborate with the Board
Marty Wheeler- Secretary
Ellen Stefanovich- Head of Membership
Christine Martinico - new Treasurer
- 4) Motion to hold a closed session by Pergeau/Quinn Approved at 7:15 p.m.
Motions carried.
- 5) Meeting reconvened by President Thorndycraft at 7:27 p.m.
- 6) Communications
 - a) Continued press coverage in a variety of media, specifically Orion Patch and The Oakland Press.
- 7) Director's report
 - a) Busiest month of the year.

- b) Summer Reading participation is higher than last year. As of August 1st, we have 174 adults, 267 teens and 864 children participating in the program.
- c) Director Knox will participate in a variety of governmental presentations during official meetings over the next few months. ONTV will also interview Knox, providing a great advocacy opportunity.
- d) Friends of the Orion Twp Library have a new treasurer, Christine Martinico.
- e) Blood drive September 4th.
- f) Circulation YTD has increased, a positive trend.

8) Old Business

None.

9) Standing Committee Reports

- a) Policy Report –
 - i) None
- b) Finance – Minutes presented and discussed. Budget discussed.
- c) Fund Development –
 - i) None.
- d) Board Development – None
 - i) None.
- e) Building – None
- f) Human Resources – To review the healthcare plan for 2014, Monday, September 16th at 6:30 p.m. at the Library.

10) Ad Hoc Committee Reports

Strategic Planning – Director Knox used PowerPoint to present the Strategic Plan to the Board and Public. \$8,369.57 remains from the original \$15,000 budget for this project. The Board requests Knox to obtain a proposal from Kim Bolan Cullin to review space configuration.

The Committee moves to accept the 2014-2017 Strategic Plan as presented. No further discussion. Motion carries.

11) Discussion Items

Review of Emergency Plan to Replace Executive Director and Long Term Succession Plan. Updated for current personnel and minor edits. Copy on file at the Library and other parties as deemed necessary.

12) Action Items

Resolution for 2013 Millage Rate
 Read by Phillips. Motion to accept Resolution Phillips/ Abramczyk Approved. Roll call taken. Motion unanimously approved.
 Vote on Proposed 2014 Budget

Read by Abramczyk. Motion to accept Proposed 2014 Budget Abramczyk/Pergeau.
Roll call taken. Motion unanimously approved.

13) Advocacy –

14) New meetings scheduled

- a) Human Resources Committee – Monday, September 16th at 6:30 p.m. at the Library.
- b) Naming of the Orion Room to the James Ingram Room: 2:00 p.m. on Saturday, September 28th.
- c) Women's Club event to coincide with the James Ingram Room dedication 3:00 p.m. on Saturday, September 28th.

15) Questions from the Public – None

16) Trustee comments

17) Adjournment at 8:40 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library