

Orion Township Public Library
Board of Trustees Meeting Minutes, October 17, 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				
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/Pergeau Approved.
- 2) Consent Agenda as presented: Pergeau / Luna Approved.
 - a) Minutes from last meeting
 - b) Bills
- 3) Financial reports – Received more than budgeted in state aid and penal fines for the year. \$6,630 was the cost of the Strategic Plan, hence an overage, as expected, in the Professional and Contractual Services category.
- 4) Call to the Public –

New employee K. Cisco
- 5) Communications
 - a) Continued press coverage in a variety of media, specifically Orion Patch.
- 6) Director's report
 - a) Director Knox reviewed with the Board various Public Policy Summit issues recently discussed at an MLA meeting.
 - b) 49 teens at the Zombie event.
 - c) Dedications during September were well attended.
 - d) 286 patrons used the rear exit door to the Reading Garden.
 - e) Auditors will keep its audit fees the same as last year.

f) Tuesday, November 19th, a Community Conversation 6:30 p.m.

g) Polaris convention was very informative.

7) Old Business

Update Conflict of Interest

Emergency Contact Form

8) Standing Committee Reports

a) Policy Report –

i) Trustees reviewed the policies prior to the Board meeting and as presented. Motion as presented in the request “For approval of the Board of Trustees” passed unanimously.

b) Finance –

i) To review the 2013 Budget: Thursday, November 14th at 6:00 p.m. at the OTPL

c) Fund Development –

i) None

d) Board Development – None

i) To defy stereotypes of Librarians discussed by MaryAnne.

ii) The Voice for America’s Libraries, September/October 2013 issue was discussed by MaryAnne.

e) Building – None

f) Human Resources – None

9) Ad Hoc Committee Reports

Strategic Planning – Becky and Karen have been working on the Marketing Plan, included in Board packet. Plan was discussed and edited based on collective comments with the Committee.

10) Discussion Items

Security Assessment Summary. Various law enforcement officials visited the Library to identify priorities that may be of concern. Summary reviewed.

11) Action Items

Set Calendar of Library Closings

Library In-Service Day is new to the calendar. February 17th. Motion to approve calendar Pergeau / Phillips. Motion carried.

12) Advocacy –

13) New meetings scheduled

a) To review the 2013 Budget: Thursday, November 14th at 6:00 p.m. at the OTPL

14) Questions from the Public – None

15) Trustee comments

16) Adjournment at 8:12 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library