

Orion Township Public Library  
Board of Trustees Meeting Minutes, November 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
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 @ 6:32 p.m.
  - a) Agenda: Moved as amended Abramczyk /Phillips Approved.
    - i) Add Board elections to Action Items
- 2) Consent Agenda as presented: Abramczyk/ Pergeau Approved.
  - a) Minutes from last meeting
  - b) Bills
- 3) Call to the Public –
 

New employee H. Zalesin, new youth librarian
- 4) Communications
  - a) Press coverage in a variety of media,
  - b) Exciting to see so much publicity and teen participation.
- 5) Director's report
  - a) Director Knox reviewed with the Board various events held at the Library. Over 550 patrons went through the haunted house.
  - b) Battle of the Books kick off this past Monday.
  - c) Gordon Cooley is the new Maintenance Assistant.
  - d) Staff evaluations are forthcoming.
  - e) Review of Usage report.
- 6) Old Business
 

October 24<sup>th</sup>, Marisa visited the Library re: space planning project/floor plans redesign. Adding self-check-out. Will expect options of the floor plans by end of December.

7) Standing Committee Reports

a) Policy Report –

i) None

b) Finance –

i) See Action Items below.

c) Fund Development –

i) None

d) Board Development –

i) Article – Libraries strained by budget cuts from The Bridge discussed by MaryAnne.

e) Building – None

f) Human Resources – Set a meeting for various personnel policies. Monday, December 2<sup>nd</sup> at 5:30 p.m. at the OTPL.

8) Ad Hoc Committee Reports

None.

9) Discussion Items

Annual donation mailer.

10) Action Items

Reviewed the 2013 Budget revisions and made a motion to move the amounts from Salaries and/or Benefits where there is a surplus and transfer it to various library accounts and the VEBA before the end of the year, per committee recommendations. Motion carried.

Board elections: Phillips moves to retain the Board positions as follows:

President	MaryAnne Thorndycraft
Vice-President	Mary Pergeau
Secretary	Mike Luna
Treasurer	James Phillips

11) Advocacy –

12) New meetings scheduled

a) Human Resources Committee: To review various personnel policies. Monday, December 2<sup>nd</sup> at 5:30 p.m. at the OTPL.

13) Questions from the Public – None

14) Trustee comments

15) Adjournment at 8:05 p.m.

Mike Luna  
Secretary, Board of Trustees  
Orion Township Public Library