Call to order @ 6:37p.m.

Presentation of Audit - Abraham & Gaffney, P.C. - Kimberly Alleman of Abraham & Gaffney. The library received an unqualified opinion, a clean opinion, by our auditing firm. Internal controls - no findings. Fund balance as measured by unassigned funds is 67%. About 17% is generally accepted as necessary level.

a) Agenda: Moved as amended Abramczyk/Pergeau Approved.
   Motion to approve the agenda as amended. Motion passed.

Consent Agenda as presented: Abramczyk/Pergeau Approved.

a) Minutes from last meeting
b) Bills
c) Financial Statement and Treasurer’s Report from February 2014.

Call to the Public –

None

Communications

a) Press coverage in a variety of media, including the programs held at the Library
b) MLA Update, March 6, 2014
c) MLA Advocacy Update, February 27, 2014

Director’s report

a) Director provided update on library activities
b) Friends Spring Gala is April, 26th

Motion by Jim, supported by Mary to go into closed session at 7:28 p.m. to discuss a personnel issue. - approved. Motion by Mary, second by Jim to adjourned closed session at 7:39 p.m. – approved
Resumed open board meeting at 7:39 p.m.

8) Old Business
B. Reviewed Contingency Plan for 2015-2016. Over 1,000 new homes are being built to help increase revenue.

9) Standing Committee Reports
a) Policy Report –
   i) Meeting to review various policies. April 14th at 6:00 p.m. at the OTPL.

b) Finance –
   i) None

c) Fund Development –
   i) Discussed resurrecting activities and regular meetings. Committee to set up a meeting with the Friends after the Gala.

 d) Board Development –
    i) Discussed the Board’s review of the policies. Upon the completion of the revisions, a rotating schedule group of policies.
   ii) Reviewed the responsibilities of the Trustees
   iii) Consider adding Trustee job descriptions to the By-Laws
   iv) Full Board approves Director Evaluation
   v) Board to visit the 5 departments every other month

e) Building – Meeting scheduled for April 14th at 5:00 p.m. at the OTPL.

f) Human Resources –
   Meeting to be determined for VEBA discussion

10) Ad Hoc Committee Reports
   None.

11) Discussion Items
   None.

12) Action Items
   RFP for RFID and Self Check-Out
   Pergeau - Moved to accept the proposal from a company known as bibliotheca to implement RFID and Self Check-Out for the equipment and purchase not to exceed $130,000. Quinn second. Motion carries.

   Pergeau moved to sign a maintenance contract for a period of 5 years, with the 1st year included with the purchase of the equipment, not to exceed $40,000. Luna supported. Motion carried.
Investment advisor
UBS – Discussion occurred regarding the pros and cons of the UBS vs Oakland County local government investment pool (LGIP).
Copy of non-binding agreement on file with the Library
Abramczyk moved to use UBS as our outside investment manager. Supported by Luna. Motion carried.

Policy – Committee moves that we change our policy as noted in the minutes of the March 3, 2014 Policy Committee meeting. Motion carried.

13) Advocacy – None.

14) New meetings scheduled
   a) Building Committee - April 14th at 5:00 p.m. at the OTPL.
   b) Policy Committee: To review various policies. April 14th at 6:00 p.m. at the OTPL.
   c) Human Resources - Meeting to be determined for VEBA discussion

15) Questions from the Public – None

16) Trustee comments

17) Adjournment at 8:50 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library