

Orion Township Public Library
Board of Trustees Meeting Minutes, April 17, 2014

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 @ 6:53 p.m.
- 2) Agenda: Moved as presented Abramczyk/Pergeau Approved.
- 3) Debra Refior, head Youth Services Department. PNC \$5,000 grant. Parent & teacher workshop. Program for early literacy.
- 4) Consent Agenda as presented: Abramczyk/Pergeau Approved.
 - a) Minutes from last meeting – Luna to resend with changes to reference last names only.
 - b) Bills
 - c) Financial Statement and Treasurer's Report from March 2014.
 - i) 96% of property tax revenue has been recognized as revenue.
 - ii) Contractual services high because account temps and legal fees for attorney.
- 5) Call to the Public –

Tony Cook, resident of Lake Orion
- 6) Communications
 - a) Press coverage in a variety of media, including the programs held at the Library
 - b) MLA Update, State aid, may increase aid to libraries.
 - c) MLA Advocacy Update
- 7) Director's report
 - a) Battle of the book 241 5th graders on 52 teams. Great participation.
 - b) Friends Spring Gala is April, 26th 7 to 10 p.m.
- 8) Old Business
 - A. RFP for RFID/Self-checkout project update. Signed contracts and the project is moving forward.
 - B. Space planning project update. Reviewed the space plans as they currently are presented. More edits to come and ensure carpet pricing is obtained to make decisions on moving forward.

C. VEBA annual review. Minutes reviewed and on file with the Board packet.

D. Strategic Plan work plan update. Director Knox provided an overview of the work plan. Focus primarily on space planning and Friends Gala. Created a Customer Service committee/work group.

9) Standing Committee Reports

a) Policy Report –

i) Reschedule of meeting to review various policies. April 23rd at 5:00 p.m. at the OTPL.

b) Finance –

i) None

c) Fund Development –

i) Committee meeting April 23 at 6:00 p.m. at the OTPL.

d) Board Development –

i) None

e) Building –

i) There may be a concern as to yard waste being dumped on our property off of the trail. Be on alert if you see suspicious activity.

f) Human Resources –

i) Brief discussion of staffing.

10) Ad Hoc Committee Reports

None.

11) Discussion Items

2013 Annual Report was shared with Trustees. Special attention was given to the statistics page

12) Action Items

a) Space planning and next steps – Tabled for future meeting.

13) Advocacy – None.

14) New meetings scheduled

a) Policy Committee: To review various policies. April 23rd at 5:00 p.m. at the OTPL.

b) Fund Development Committee - April 23 at 6:00 p.m. at the OTPL.

15) Questions from the Public

Tony Cook - Commended staff on pursuing grants. Would like to see a “Tween” area. Those plans are coming along.

16) Trustee comments

17) Adjournment at 8:03 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library