

Orion Township Public Library
Board of Trustees Meeting Minutes, May 15, 2014

attendance			Policy	Finance	F und 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 @ 6:37 p.m.
- 2) Approval of agenda. Motion to approve the agenda as presented Phillips/Abramczyk
Motion passed.
- 3) Consent Agenda as presented: Pergeau/Abramczyk Approved.
 - a) Minutes from last meeting
 - b) Bills
 - c) Financial Statement and Treasurer's Report from April 2014.
- 4) Call to the Public –
None
- 5) Communications
 - a) Book sale went well.
 - b) MLA Update, May 1, 2014
 - c) MLA Advocacy Update, April 24, 2014
 - d) OTPL will be on the agenda at the ZBA
- 6) Director's report
 - a) 30 teens attended the Minecraft LAN party
 - b) Over 100 people attended the board game event
 - c) Three new Little Libraries around parks will soon be installed.
 - d) The Gala event went very well and planning has begun for the 2015 event
 - e) June 7th: 11 a.m.-2 p.m. is the kick-off of the Summer Reading Program.

- f) An idea for the Library to be a place of Passport issuance was discussed. This idea has been tabled as much needed resources are being used to implement current projects already started.
- g) The current coffee service agreement was discussed. Looking for less expensive alternatives.

7) Old Business

A. RFP for RFID/Self-checkout project update. Kick-off call last week. Training last week of May to tag inventory.

B. Space planning project update: Friends area was discussed. Favorable response by attendees. Carpeting quote still outstanding along with shelf relocation companies.

8) Standing Committee Reports

a) Policy Report –

- i) Meeting report from the April 23rd meeting, on file. Motion to accept the policies as proposed carried.
- ii) Next meeting scheduled for May 27th at 5:30 p.m. at the OTPL.

b) Finance –

- i) None

c) Fund Development –

- i) Meeting report from the April 23rd meeting, on file.
- ii) Next meeting scheduled for May 19th at 6:30 p.m. at the OTPL.

d) Board Development –

None

e) Building –

- i) Meeting report from the April 17th meeting, on file.

f) Human Resources –

New staff discussed.

9) Ad Hoc Committee Reports

None.

10) Discussion Items

None.

11) Action Items

See above policy notes.

12) Advocacy – None.

13) New meetings scheduled

- a) Policy Committee: To continue reviewing various policies: May 27th at 5:30 p.m. at the OTPL.
- b) Fund Development – with UBS, Dawn: May 19th at 6:30 p.m. at the OTPL.

14) Questions from the Public – None

15) Trustee comments

16) Adjournment at 8:10 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library