

Orion Township Public Library
Board of Trustees Meeting Minutes, May 21, 2015

attendance			Policy	Finance	Fund Development	Board development	Building		Advocacy	Strategic planning	Human Resources	Director Evaluation	James E. Ingram
y	President	MaryAnne Thorndycraft	x	x	x	c	x		x	x	x	c	
y	Vice-President	Mary Pergeau			x	x	x		x	c		x	
y	Secretary	Mike Luna			c				x	x		x	
y	Trustee	James Abramczyk	c			x	x		x		c		x
y	Treasurer	James Phillips	x	c			c		x				
y	Trustee	Bert Quinn		x					x		x		
y	Director	Karen Knox											

- 1) Call to order @ 6:31 p.m.
- 2) Approval of agenda as presented. Motion to approve the agenda as presented by Pergeau/Phillips.
- 3) Consent Agenda as presented: Phillips/ Pergeau as presented.
 - a) Minutes from last meeting
 - b) Bills
 - c) Financial Statement and Treasurer's Report from April 2015
- 4) Call to the Public –

None
- 5) Communications
 - a) Press coverage – Lake Orion Review will feature the OTPL and The Orion Art Center more prominently as a result of an anonymous sponsor.
 - b) Board reviewed the comment cards from Patrons who invested the time to provide their thoughts.
 - c) Discussion regarding receipt of a gift for the renovation of the James Ingram room. Will be an action item for the next Board of Trustees meeting.
- 6) Director's report
 - a) Marge Keenan, a 13-year veteran of the Library, announced her retirement. Celebration will be held on May 28th.
 - b) The Fiesta event hosted by the Friends of the Library occurred on 5/16/15.
 - c) State Aid is approximately \$10,000. More money than budgeted from the Township.
 - d) Dragon Boat last weekend of August. Looking for participants.
 - e) HVAC system update: all is functional, however pieces of the system have been transitioned to be independent. May need to review a long-term plan for the system. Not an emergency at this point, but would like to be proactive on this issue.

f) Usage report: 57% using the self-check out.

7) Old Business

- A. James Ingram Project Update – Report by Kate, the staff member leading the project. Presentation of archival quality photo book. Digitization is being done on pictures and timelines. Progress continues. Additional funds request has been submitted to allocate funds to continue the project. The Board enjoyed hearing and seeing the progress, providing input/suggestions.
- B. VEBA – spouse wanting join the VEBA for an employee who retired years ago who did not elect participation in the VEBA. Current Trust does not specify if spouse can join the VEBA after the employee retires.
- C. Update on public hearing for exemption by Village – Exemption granted for 1 year, re-evaluation after 1 year for a 10 year extension.

8) Standing Committee Report –

a) Policy Report –

i) None

b) Finance –

i) None.

c) Fund Development –

i) Minutes reviewed from the 5/4/15 committee meeting. Discussion to request our system to allow Patrons to “round up” on library fine payments with the extra going to donations.

d) Board Development –

i) FIOA updates are coming up. Knox to obtain the model policy

ii) Articles distributed to Trustees were discussed.

e) Building –

i) Committee meeting set for 6/18/15 at 5:30 p.m. at the OTPL

f) Human Resources –

None

g) Ad Hoc Committee Reports

None.

h) Advocacy – None.

9) Discussion Items

None

10) Action Items

VEBA Amendment

Motion by Quinn to accept Option 2 – First Amendment to the Orion Township Public Library Retiree Health Care Plan and Trust Agreement, which replaces Section 2.03 in its entirety. Pergeau seconded the motion.

Discussion occurred.

Call the Question by Quinn.

Roll Call Vote

Abramczyk	Yes
Luna	Yes
Pergeau	Yes
Quinn	Yes
Phillips	Opposed

Motion carries.

11) New meetings scheduled

a) Building Committee meeting set for 6/18/15 at 5:30 p.m. at the OTPL.

12) Questions from the Public – None

13) Trustee comments

14) Adjournment at 8:20 p.m.

Mike Luna
Secretary, Board of Trustees
Orion Township Public Library