

**Mideastern Michigan Library Cooperative  
MMLC Board Meeting  
September 10, 2009**

MMLC Board Chair Harold Evans called the September 10, 2009 meeting to order at 4:30 p.m.

I. Board Members Present: Harold Evans, Mathilde Slider; Robert Cierzniewski; Gail Kelso; Marilyn Soules; Gwenda Motley; Janet Engler .

Board Members Absent: Gloria Nealy (excused); Amy Schweitzer (excused).

Guests: Denise Hooks.

Co-op Staff: Roger Mendel, Irene Bancroft.

**II. Public Comments:** None

III. **Review of the Board Minutes date June 11, 2009 and July 23, 2009.** Approved as presented.

IV. **Review of the Financial Reports dated August 31, 2009.** Approved as presented.

V. **Board Committee Reports**

a. **Finance Committee:** Robert briefly discussed the changes being recommended for the current budget. **Motion forwarded by the Finance Committee to approve the transfer of Fund Balance monies in the amount of \$30,732.00 to the General Account specifically to cover the cost of delivery service for membership for the fourth quarter. All yeas (8-0) Motion carried. Motion forwarded by the Finance Committee to approve the recommended changes to the FY 2008-2009 budget as presented. All yeas. (8-0) Motion carried. Motion forwarded by the Finance Committee to recognize that the Cooperative should maintain reserve funds equal to at least 18 months of budgeted administrative expenses as reserved Fund Balance.**

b. **Personnel Committee:** Alma reported that the Employment Agreement has been signed with Denise Hooks and that we are moving forward with the transition between directors. The committee will be convened to review the Personnel Policies.

c. **Nominations Committee: Motion forwarded by the Nominations Committee to recommend the following officers for the 2009 / 2010 Fiscal Year:**

i. **Board Chairman --- Harold Evans**

ii. **Board Vice – Chair ---- Alma Staton**

iii. **Board Secretary / Treasurer --- Robert Cierziewski**

**All yeas (8-0) Motion carried.**

d. **Board Member appointments:** Roger reported that Board members Gail Kelso and Amy Schweitzer's terms on the Board are completed and they will not be returning to the Board. New Board members will include a representative from University of Michigan – Flint campus (representing the Academic and Special Libraries); Clio

Community Schools (representing the School Libraries); and Laingsburg Public Library (representing the Class 1-3 libraries). Board members who have been re-appointed include Alma Staton (representing Capital Area District Library) and Marilyn Soules (representing Grace A. Dow Memorial Library).

#### **VI. New Business:**

- a. Plan of Service Update:** Roger reported that the revised plan of service has been approved by a majority of our membership boards. The Library of Michigan has recommended a few changes to clarify services offered by the Cooperative. Recommendation forwarded by the Advisory Council to accept the changes to the Plan of Service as presented. **Motion by Gail Kelso, seconded by Alma Staton to approve the changes to the Plan of Service. All yeas (8-0). Motion carried.**
- b. FY 2009/2010 Proposed Budget:** Robert and Roger briefly reviewed the proposed budget for FY 2009/2010. The Advisory Council has forwarded a recommendation to approve the budget as presented. **Motion forwarded by the Finance Committee to approve the FY 2009 / 2010 budget as presented. All yeas. (8-0) Motion carried.**
- c. Director's Work Plan for FY 2008-2009:** Roger reviewed the final report as presented. **Motion by Marilyn Soules, seconded by Robert Cierzewski to accept the final report for the Director's Work Plan for FY 2008-2009. All yeas. (8-0) Motion carried.**
- d. Summer Reading Update:** Roger distributed the Summer Reading Program 2009 statistical report. Roger reported that we experienced very few problems and that the overall program attendance figures and participation figures increased by 25%. The Summer Reading Committee will be meeting on September 16<sup>th</sup> to discuss plans for the 2010 season. The Board thanked Irene for all the work on Summer Reading 2009 and the Spring Tour.
- e. Workshop Updates:** Roger mentioned that we will be hosting a Millage Campaign workshop on September 22 at the Holiday Inn – Gateway Center. Additional workshops are being planned for the fall.
- f. Board Meeting Date Schedule: Motion by Mathilde Slider, seconded by Gwenda Motley to approve MMLC Board meeting schedule for FY 2009 / 2010.**

**VII. Director's Report:** Members were directed to the written report. Roger again thanked the board for all the support and help over the years. Denise and Roger reported that they attended the Support Rally at the State capital today which was very successful. Pictures have been posted to [www.flickr.com](http://www.flickr.com) under the Michigan Library Consortium picture sets of the event.

**VIII. Board Comments:** Harold presented Gail with a Service Award for her years on the MMLC Board, along with a special chocolate plaque. Harold also presented Roger with a special chocolate box filled with Reese's candies. Alma presented Roger with a card and gift of money from the Board. **Motion by Roger Cierzewski, seconded by Gail Kelso thanking Roger for eleven years service to the MMLC Board and the communities served. All yeas. (8-0) Motion carried.**

The meeting adjourned at 5:45 p.m.

Respectfully submitted,  
Irene Bancroft  
Administrative Assistant

**Next Regular Board Meeting:**  
Thursday, October 8, 2009  
MMLC Office Building, 5<sup>th</sup> Floor meeting room  
4:30 p.m.