

**Mideastern Michigan Library Cooperative
Mott Foundation Building, 5th Floor Conference Room
Thursday, January 12, 2017**

- I. Call to Order:** Board Chair Debora Bloomquist called the January 12, 2017 meeting to order as a Virtual Conference Call.
- II. MMLC Board Present: (Virtual Attendance):** Debora Bloomquist; Robert Crites; Tina Gutierrez; Charles Hanson; Anne Harris; Karen Hornus; Kristin LaLonde; Nancy Rozier; Terri Turner; Pat Wright.

MMLC Staff Present: Denise Hooks; Irene Bancroft

Guests Present: Kim Lindsay, Lewis & Knopf Auditors.

- III. Oath of Office:** Deb offered the Oath of Office to:
Kristin LaLonde, representing Chippewa River District Library
Karen Hornus, representing Community District Library.
- IV. Public Comments: None**
- V. Audit Report Presentation:** Kim Lindsay, principal with Lewis & Knopf CPA's, PC, presented the Audit for Fiscal Year 2015-2016. Kim reported that MMLC received an unmodified opinion, meaning there are no reportable conditions or material weaknesses. Kim thanked Denise and Irene for their administration and exemplary organization of supporting documentation.
- VI. Approval of the Minutes: September 18, 2016. Motion by Charles Hanson, seconded by Karen Hornus to approve the minutes as presented. Roll call vote. All yeas (10-0) Approved as presented.**
- VII. Approval of the Financial Statements: September 30, 2016 and December 31, 2016. Motion forwarded by the Budget & Finance Committee to approve the September 30, 2016 and December 31, 2016 financial statements as presented. Roll call vote: All yeas (10-0) Approved as presented.**
- VIII. Committee Reports:**
- a. Budget & Finance Committee:**
- i. **FY 2015-16 Audit: Motion forwarded by the Budget & Finance Committee to accept the FY 2015-16 Audit as presented. Roll call vote: All yeas (10-0). Approved as presented.**
- ii. **Friends of Michigan Libraries Proposal: Motion forwarded by the Budget & Finance Committee to approve the Friends of Michigan Libraries proposal as presented. Roll call vote: 9 yeas; 1 abstention. Motion Carried.**
- b. Document Review Committee:**
- i. **Credit Card Policy: Motion forwarded by the Document Review Committee to approve the Credit Card policy as presented. Roll call vote: All yeas (10-0). Motion carried.**

- ii. **Travel Expense Policy: Motion forwarded by the Document Review Committee to approve the Travel Expense policy as presented. Roll call vote: All yeas (10-0). Motion carried.**
- iii. **Trust Account Policy: Motion forwarded by the Document Review Committee to approve the Trust Account policy as presented. Roll call vote: All yeas (10-0). Motion carried.**

Charles Hanson excused himself for the remainder of the call and meeting.

IX. Business:

- a. **National Library Legislative Day Advocacy Mini Grant Application:** Denise mentioned that the application has been sent to MMLC Board members and member library directors and are due on Friday, January 16th.
- b. **3D Printer Initiative:** Denise discussed the 3D Printer Initiative the cooperative has undertaken with member libraries. Denise mentioned that the equipment purchased for this pilot project would be decommissioned, and insurance coverage cancelled on March 31, 2017. The equipment will be re-assigned to individual member libraries within each region.
- c. **Annual May Meeting:** Denise mentioned that the May joint meeting of the MMLC Board and the Advisory Council will be held at Brick Street Grill in Grand Blanc.

X. Director's Report: Denise referred members to the written report, highlighting several specific items.

- Denise reported that MMLC and five libraries have completed their annual reports for State Aid. MMLC received their first half of state aid in November.
- Irene reported that the final public library programming details are almost complete. Over 545 programs are currently scheduled at 70 MMLC locations and 20 libraries in other cooperatives.
- Denise mentioned that the Website restyling is moving forward, with exciting options being incorporated.

XIII. Board Comments:

XI. Adjournment: Motion by Karen Hornus, seconded by Anne Harris to adjourn the January 12, 2017 Mideastern Michigan Library Cooperative Board of Trustees meeting. Roll call vote: All yeas (9-0). Motion carried.

Adjourned at 5:30 p.m.

Respectfully Submitted,

Irene Bancroft
MMLC Administrative Specialist