

LAKELAND LIBRARY COOPERATIVE

Board Meeting

Kent District Library Service Center

January 13, 2011

Official

MINUTES

Board Present: Shirley Bruursema, Tara Conaway, Stephen Dix, Marty Ferriby, Cheryl Garrison, Tom Genson, Sherri Rasmus, Bob VandeVusse, Marcia Warner

Call to order The meeting was called to order at 9:33 a.m. by President Bruursema. The roll-call sign-up sheet was circulated.

Agenda Motion by Conaway to approve the agenda as amended. Seconded by Genson. Motion carried. Letter from the Board President to Gov. Rick Snyder was added to New Business (item 9C).

Public Comment Ray Arnett announced that the Fremont Area District Library will host a proposal budgeting workshop at the library on Thursday, April 21. It will be an all day workshop with a cost of \$25.00. Funding provided by the Fremont Foundation. All Lakeland members are invited to attend.

Minutes

--December 9, 2010 Minutes

Motion by Warner to approve the minutes of the December 9, 2010 meeting. Seconded by Ferriby. Motion carried.

Financial Report Wilson distributed a corrected Financial Report at the meeting. Motion by Conaway to receive and file the corrected financial report. Seconded by Rasmus. Motion carried.

--FY09-10 Audit Report

Action delayed until the arrival of Joe Verlin, Gabridge & Co.

Director's Report Wilson presented her written report. She also announced that staff will be conducting additional interviews next week for the vacant part time IT Support Specialist position. She noted that several of the applicants have found jobs elsewhere.

Committee Reports

--Finance Committee: Written report provided on the December 8, 2010 meeting.

--Personnel Committee: None

--PPS Committee: None

--*Advisory Council:* None

Unfinished Business

--*1.5 Million Supplemental State Aid Funds Credit to Libraries*

Motion by Ferriby to allocate Lakeland's share of the additional \$1.5 million state aid to member libraries based on the formula specified in the legislation allocating funds at the rate of 25% of the FY2009-2010 state aid funds received by member libraries in that year once the money is received by Lakeland. Seconded by VandeVusse. Motion carried.

Motion by Garrison to allocate those funds as a credit on each member library's quarterly billing, unless a library requests that the Cooperative issue a check to the library instead of the credit. Seconded by Warner. Motion carried.

Joe Verlin of Gabridge & Co. arrives to present the audit report.

Motion by Dix to receive and file the FY2009-2010 audit report as presented. Seconded by Warner. Motion carried.

Verlin reported that the Lakeland staff do a very good job and have very clean records. There was a question about the rate of contribution to the Grand Rapids City Retirement Fund. Warner will assist with arranging a meeting with retirement fund staff and Lakeland staff.

--*Administrative Policies – Second reading*

Motion by Genson to approve the policies as corrected. Seconded by Conaway. Motion carried.

The addition of an apostrophe to "Cooperatives" in the last sentence in AD8.1 paragraph 6.1.5.

New Business

--*Designation of 3 New Fund Depositories: Macatawa Bank, Chemical Bank, Mercantile Bank*

Motion by Genson to approve 3 new fund depositories for Lakeland Library Cooperative, Macatawa Bank, Chemical Bank, and Mercantile Bank. Seconded by Warner. Motion carried.

1) *Macatawa Bank Resolution for Designation of Fund Depositories*

Motion by Genson to approve the resolution designating Macatawa Bank as an authorized depository for the Cooperative's funds for Fiscal Year 2010-2011. Seconded by Dix. Motion carried by unanimous roll call vote.

2) *Chemical Bank Resolution for Designation of Fund Depositories*

Motion by VandeVusse to approve the resolution designating Chemical Bank as an authorized depository for the Cooperative's funds for Fiscal Year 2010-2011. Seconded by Conaway. Motion carried by unanimous roll call vote.

- 3) *Mercantile Bank Resolution for Designation of Fund Depositories*
Motion by Rasmus to approve the resolution designating Mercantile Bank as an authorized depository for the Cooperative's funds for Fiscal Year 2010-2011. Seconded by Garrison. Motion carried by unanimous roll call vote.

--Resolution for State Aid – Created by White Pine Library Cooperative

Motion by Ferriby to approve the Resolution to Direct the State Librarian to Distribute Forthwith State Aid to Public Libraries. Seconded by Genson. Motion carried by unanimous roll call vote.

--Letter to Governor Rick Snyder

Motion by Genson to approve the letter written to Governor Rick Snyder by Bruursema as corrected. Seconded by VandeVusse. Motion carried. A spacing issue was corrected.

Public Comment

None

Board Comment

Warner reported that the GRPL Board has approved funds from their materials and equipment trusts to begin development of an open source RFID product.

Genson announced that Herrick District Library is in the process of moving their Teen area to the second floor of the library and in turn moving their AV department to the first floor. Move scheduled to happen sometime in early May.

Genson also announced that Herrick will hold a public silent auction of their framed art collection in downtown Holland on Saturday, January 22 from 10:00 am to 12:30 pm. Everyone is invited.

Bruursema thanked Donna Clark and the Cedar Springs Public Library for providing today's refreshments.

Bruursema reminded everyone that the Kent District Library will be closed all day on Monday, January 17 for all-staff day.

On April 27 & 28 the Friends of Michigan Libraries and the Trustee Alliance will hold a workshop at the Kentwood Branch library. April 27 has been set for the Friends workshop. April 28 is set for the Trustee workshop. Friends and trustees do not need to be members to attend.

The Caledonia Branch library will be moving into their new building next month. The library is scheduled to open February 1 and the Grand Opening celebration is February 12. This is KDL's first "Dewey free" branch.

Bette Carlson, Director of the White Lake Community Library has retired. The library is hosting a retirement reception on Wednesday, January 19 from 4:00 – 6:00 in her honor. Everyone is invited to attend.

Adjournment

Meeting adjourned at 10:41 a.m. The next meeting will be February 10, 2011 at 9:30 a.m. at Kent District Library Service Center (KU).

Minutes submitted by,
Sheryl VanderWagen
ILS Manager