

LAKELAND LIBRARY COOPERATIVE

Board Meeting

Kent District Library Service Center

October 13, 2011

Official

MINUTES

Board Present: Shirley Bruursema, Tara Conaway, Stephen Dix, Marty Ferriby, Sherri Rasmus (term ending), Lance Werner, Tom Genson, Bob VandeVusse (term ending), Deb Bose (new term), Claire Sheridan (new term)

Board Absent: Marcia Warner

Call to order The meeting was called to order at 9:31 a.m. by President Bruursema. The roll-call sign-up sheet was circulated.

Election of Officers Motion by Werner to elect the slate of officers for FY2011-2012 as presented by the nominating committee. Seconded by Dix. Motion carried.
FY2011-2012 officers: Shirley Bruursema, President; Marty Ferriby, Vice-president; Tom Genson, Secretary; Claire Sheridan, Treasurer.

Bruursema thanked outgoing Board members Sherri Rasmus and Bob VandeVusse for their service to the Board. She also welcomed new board members, Claire Sheridan and Deb Bose to the Board.

Agenda Motion by Genson to approve the agenda as amended. Seconded by Ferriby. Motion carried. Agenda item 10I moved to 10A and all other items shifted down.

Public Comment None

Minutes

-- *September 18, 2011 Minutes:*

Motion by Conaway to approve the minutes of the September 18, 2011 meeting. Seconded by Bose. Motion carried.

Financial Report President Bruursema noted that the Financial Report was received and filed.

Director's Report

-- *Written Report:*

Wilson presented her written report.

Wilson noted that the Library of Michigan has not yet released the certified population figures.

Wilson handed out a corrected delivery bag count.

Committee Reports

- Finance Committee:* None
- Personnel Committee:* None
- PPS Committee:* None
- Advisory Council:* Minutes of the September 1, 2011 and September 27, 2011 meeting were distributed in the packet.

Unfinished Business

- Administrative Policies: AD2 Purchasing policies – From Finance and PPS Committee*
Motion by Ferriby to approve the changes to Administrative Policies, AD2 Purchasing Policies as presented. Seconded by Bose. Motion carried.
- Circulation Policy – From PPS Committee*
Motion by Genson to approve the changes to Circulation Policy as presented. Seconded by Dix. Motion carried.
- Delivery Policy – From PPS Committee*
Motion by Bose to approve the changes to the Delivery Policy as presented. Seconded by Conaway. Motion carried.
- Non-Resident Policy – From PPS Committee*
Motion by Sheridan to approve the changes to the Non-Resident Policy as presented. Seconded by Conaway. Motion carried.

New Business

- Innovative Sierra Platform – Recommendation from Advisory Council*
Motion by Genson to approve the signing of the early adopter agreement for the Innovative Sierra Services Platform as recommended by the Advisory Council. Seconded by Ferriby. Motion carried.
Cost: \$194, 975
Use Capital Replacement Fund Balance: \$74,600 toward the cost.
Charge libraries equally for the remainder of the costs.

Motion by Sheridan to transfer the \$74,600 from the Capital Replacement Fund balance to cover some of the Sierra Services costs and to use the total amount in the first payment. Seconded by Bose. Motion carried.
- Plan of Service*
Motion by Sheridan to continue the current Plan of Service for FY 2011-2012. Seconded by Conaway. Motion defeated.

Due to Herrick District Library's 2000 census population the Plan of Service is not in compliance. Once the 2010 census population is certified the Plan of Service will be in compliance.

Motion by Dix to table the reaffirmation of the continuance of the Plan of Service until the Library of Michigan has provided certification of 2010 population and that Wilson send a letter to the Library of Michigan to that effect. Seconded by Werner. Motion carried.

--Designation of Fund Depositories

Motion by Conaway to approve the Designation of Fund Depositories for FY2011-2012: Chemical Bank, Flagstar Bank, Macatawa Bank and Mercantile Bank of Michigan. Seconded by Sheridan. Motion carried.

Mercantile Bank Public Entity Resolution

Motion by Sheridan to approve the Public Entity Resolution with Mercantile Bank. Seconded by Dix. Motion carried by unanimous vote.

Macatawa Bank Corporate Authorization Resolution

Motion by Conaway to approve the Corporate Authorization Resolution with Macatawa Bank. Seconded by Bose. Motion carried by unanimous vote.

Chemical Bank Resolution

Motion by Ferriby to approve the Resolution with Chemical Bank. Seconded by Sheridan. Motion carried by unanimous vote.

--Designation of Authorized Signatures

Motion by Werner to approve the Designation of Authorized Signatures for FY2011-2012 as presented. Seconded by Dix. Motion carried.

--Designation of Auditor for FY2010-2011

Motion by Sheridan to designate Joe Verlin, Gabridge & Co. as the independent auditor for the Cooperative's financial statements for the Fiscal year ended September 30, 2011. Seconded by Conaway. Motion carried.

--Insurance Coverage for FY2011-2012

Motion by Genson to approve insurance coverage for Lakeland Library Cooperative for FY2011-2012 as presented. Seconded by Dix. Motion carried.

--FY2011-2012 Holiday Schedule

Motion by Genson to approve the 2012 Holidays and Closures as presented. Seconded by Dix. Motion carried.

--Bylaws – Advisory Council Nominating Committee Proposed Changes - From Advisory Council

Motion by Genson to approve the proposed changes to LLC Bylaws, Article V Committees, Section V-2 Advisory Council Committees as presented. Seconded by Sheridan. Motion carried.

--MERS Defined Contribution Retirement Plan Loans

Motion by Ferriby to not permit the Cooperative Director to take loans on the MERS Defined Contribution Plan. Seconded by Werner. Motion carried.

Public Comment

The Tamarack District Library will be hosting 18 local authors at their upcoming Author Expo on October 15, 2011.

The Croton Township Library will host an open house on Saturday, October 22, 9:00 – 1:00 to celebrate the opening of their new community room.

The Fennville District Library will hold a book signing and reading with bestselling author, Wade Rouse on November 10 at 7:00 p.m. Fennville is Mr. Rouse's home library. His latest book is entitled I'm not the Biggest Bitch in This Relationship, a book of essays about dogs.

Board Comment

Ferriby announced that the Hackley Public Library application for Literary Landmark Status has been approved. Thanks to the Friends of Hackley Public Library and the family of author, Verna Aardema for doing the work on this project. There will be a celebration planned. Details will be published at a later date.

Werner invited everyone to Kent District Library's 75th Anniversary Celebration, "KDL Celebrates Dewey to Digital in 75" to be held on October 18, 2011, 7:00 – 10:00 p.m. Tickets are \$75 and reservations are required.

Werner also noted that the open carry decision has been appealed in the court system.

CADL (Capital Area District Library) has hired Maureen Hirten as their new director, replacing Werner.

Bruursema thanked the Nominating Committee for their work to nominate the FY2011-2012 officers. She also thanked Bose for providing the board meeting refreshments.

Adjournment

Meeting adjourned at 10:15 a.m. The next meeting will be November 10, 2011 at 9:30 a.m. at the Spring Lake District Library (OS).

Minutes submitted by,
Sheryl VanderWagen
ILS Manager