

# LAKELAND LIBRARY COOPERATIVE

## Board Meeting

Kent District Library Service Center

September 8, 2011

*Official*

## MINUTES

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

**Call to order** The meeting was called to order at 9:32 a.m. by President Bruursema. The roll-call sign-up sheet was circulated.

**Agenda** Motion by Genson to approve the agenda. Seconded by Conaway. Motion carried.

**Public Comment** None

### **Minutes**

-- *August 11, 2011 Minutes:*

Motion by Werner to approve the minutes of the August 11, 2011 meeting as corrected. Seconded by Rasmus. 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 reported that the goal to revise job descriptions was completed and that the Disaster Plan should be completed by October.

Genson commented that LLC staff is looking into the ability to apply age limits on circulation of some feature films. He also inquired about loading of records for downloadables. Staff is looking into that too.

### **Committee Reports**

--*Finance Committee:* August 30, 2011 minutes were distributed in the board packet

--*Personnel Committee:* August 24, 2011 minutes were distributed in the board packet

--*PPS Committee:* August 18, 2011 minutes were distributed in the board packet

--*Advisory Council:* None

### **Unfinished Business**

**New Business**

*--FY2010-2011 Budget Transfers*

Motion by VandeVusse to approve the budget amendment #5 as recommended.  
Seconded by Genson. Motion carried.

*--FY2011-2012 Cooperative Director Goals – From Personnel Committee*

Recommendation from the committee to approve the FY2011-2012 Cooperative Director's goals. Supported by Werner. Motion carried.

*--FY2011-2012 Budget – From Finance Committee and Advisory Council*

Motion to approve the FY2011-2012 budget proposal (Page 25 to the middle of page 29 in the board packet including the 1% lump sum payment as recommended.  
Seconded by Ferriby. Motion carried. (1 opposed)

Motion by Genson to approve the recommendation to adopt the SkyRiver proposal.  
Seconded by Werner. Motion carried. (2 opposed)

Motion by Genson that libraries who choose to depart from the shared telecommunications network using a telecommunication option that increases security costs for Lakeland Library Cooperative, may do so with the understanding that they will incur those costs to do so. Seconded by VanderVusse. Motion carried.

Motion by Ferriby to adopt the cap option on January 1, 2012 for employee health insurance contributions as per the new state law. Seconded by Dix. Motion carried.

Motion by Werner to use the 2000 population figures to complete the cost to libraries budget for FY2011-12. Seconded by Genson. Motion carried.

*--FY2011-2012 Fund Balance – From Finance Committee*

Motion by Conaway to approve the FY2011-2012 fund balance recommendations.  
Seconded by Dix. Motion carried.

*--FY2011-2012 Meeting Dates and Locations*

Motion by Werner to approve the FY2011-2012 proposed meeting dates and locations as amended. Seconded by Rasmus. Motion carried.

Spring Lake District Library will host the meeting on November 10, 2011. Werner will check to see if either Kentwood or Caledonia is available on May 10, 2012.

*--Administrative Policies: AD2 Purchasing policies – From Finance and PPS Committee*

This was the first reading. No proposed changes or additions.

*--Circulation Policy – From PPS Committee*

This was the first reading. No proposed changes or additions.

*--Delivery Policy – From PPS Committee*

This was the first reading. No proposed changes or additions.

*--Non-Resident Policy – From PPS Committee*

This was the first reading. No proposed changes or additions.

*--Staff Efficiency Study – From Personnel Committee*

The Board received the recommendations. No concerns were expressed. Staff will bring forward proposals as recommendations are developed.

**Public Comment**      None

**Board Comment**      Genson announced a proposal that he is asking the Michigan Library Association to establish a legal defense fund for the purpose of addressing the encroachment by the courts and other entities on Penal Fines.

Werner pointed out the recent recognition of Shirley Bruursema for her work on the new war memorial.

Ferriby announced that the Hackly Public Library has applied for designation as a Literary Landmark.

Dix commented on the telecommunication network and lack of RFP proposals in past years.

**Adjournment**      Meeting adjourned at 10:55 a.m. The next meeting will be October 13, 2011 at 9:30 a.m. at the Kent District Library Service Center (KU).

Minutes submitted by,  
*Sheryl VanderWagen*  
*ILS Manager*