

<p>Romeo District Library Regular Meeting</p> <p>Wednesday, June 9, 2010</p> <p>Graubner Library 65821 Van Dyke Washington, Michigan 48095</p> <p>MINUTES</p>	<p>APPROVED MINUTES</p>
<p>President Kathleen Eubank called the meeting to order at 7:00 pm.</p> <p>Members present: Kathleen Eubank, Kathy Bosheers, Carol Marshall, Anna Reiz, Stephanie Sochowicz</p> <p>Members absent: Elizabeth Miller</p> <p>Employees present: Library Director Mary Elizabeth Harper and Donna Picklo, Administrative Assistant as recording secretary. Also Ben Pollock, RDL Facilities Manager.</p> <p>Others Present: James Renaud, JFR Architects; Dana Jenuwine, Bruce Twp. Accounting Assistant; Susan Brockmann, Bruce Twp. Clerk.</p>	<p>CALL TO ORDER</p>
<p>PUBLIC HEARING 2010-2011 BUDGET: Harper recommends adopting budget with revenue of \$1,941,216 and expenditures of the same amount as presented. Marshall questioned merit increases; wants to be certain none are included in the budget.</p> <p>ADJOURN PUBLIC HEARING AT 7:30 PM.</p>	<p>PUBLIC HEARING 2010-2011 BUDGET</p> <p>ADJOURNMENT</p>
<p>AGENDA: Agenda approved as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p>	<p>Agenda</p> <p>MOTION CARRIED</p>
<p>APPROVAL OF MINUTES: Motion by Marshall, support by Sochowicz to approve the minutes of May 12, 2010 Board of Trustees meeting with the following correction: KEZAR HOURS: Marshall suggests 12-8 Tuesday and Thursday Tuesday through Friday.</p> <p>AYES: Eubank, Sochowicz, Reiz, Marshall NAYS: NONE ABSTAIN: Bosheers ABSENT: Miller</p> <p>PUBLIC PARTICIPATION None</p>	<p>APPROVAL OF MINUTES May 12th BOARD OF TRUSTEES</p> <p>MOTION CARRIED</p> <p>PUBLIC PARTICIPATION</p>

<p>FINANCIAL REPORT/INVESTMENTS: Bosheers suggested showing the delinquent property taxes as a receivable, not cash basis, with Bruce and Washington figures separately.</p> <p>Motion by Reiz, support by Marshall to approve May financials as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p> <p>BUDGET AMENDMENT: Adjustments were made as deemed necessary. Bosheers would like Board to discuss bank service charges at a later date.</p> <p>Motion by Reiz, support by Sochowicz to accept budget amendments as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p>	<p>FINANCIAL REPORT/INVESTMENTS</p> <p>MOTION CARRIED</p> <p>BUDGET AMENDMENT</p> <p>MOTION CARRIED</p>
<p>BILLS AND SALARIES: No discussion.</p> <p>Motion by Marshall, support by Reiz to approve the May bills and salaries as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p>	<p>BILLS AND SALARIES</p> <p>MOTION CARRIED</p>
<p>2010-2011 BUDGET</p> <p>Motion by Bosheers, support by Reiz to approve 2010-2011 budget with revenues of \$1,941,216 and expenditures of \$1,941,216. This is an activity-based budget, based on RDL's perpetual millage rate of 1.1582.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p>	<p>2010-2011 BUDGET</p>
<p>DIRECTOR'S REPORT: In addition to the following written report, Harper shared correspondence received from the Ann Arbor Hands-On Museum thanking RDL for involvement in the Action for Earth project and correspondence expressing gratitude for Foundation Center training workshops. Recommends purchasing 3 self check out machines with funds from the capital improvement money for a total about \$49,000 plus shipping & handling. Price includes installation, 12 month service contract, and tech support for the 1st year. Tech support will be a yearly expense. Harper to check what local libraries currently use them. Eubank questioned need for 3; Harper would like at least 2.</p> <p>Director's Report</p>	<p>DIRECTOR'S REPORT</p>

<p>New</p> <p>REMEMBER TO ATTEND THE AFE MURAL UNVEILING ON TUESDAY, 8 MAY 2010</p> <ol style="list-style-type: none"> 1. 6 contractors showed up for the mandatory CDBG pre-bid meeting; one left before it was over. Three bids were received on Thursday, 3 June at 1:00. 2. The Friends will be hosting a Garden Walk on July 17 from 10 – 5 pm. You may purchase your tickets at either Library. <p>Old Business, Updated</p> <ol style="list-style-type: none"> 1. In response to a question about the estimated cost of the Kezar construction projects, I'm including 6 pages of data in the packet but not the scan. 2. I received estimates for DDC-related repairs totaling \$1,845. One repair requires a site visit, which is pending. 3. A few non-residents issued mild complaints and/or chose not to check out media when we implanted the non-resident fee. What they leave on the shelves is then more readily available for residents. 	
<p>OLD BUSINESS:</p> <p>CDBG BIDS: James Renaud, JFR Architects, explained the bidding process and made his recommendation for Gemelli Concrete to be awarded the contract. Job will last approximately two weeks with an additional 28 days for concrete to cure before handrail can be installed. In response to a question, Renaud stated that the initial base estimate was lower than the low bid in part because most of the work will be done by hand due to site constraints. Renaud recommends 5-10% construction contingency and will provide construction observation and ensure compliance with CDBG procedures for payment.</p> <p>Motion by Bosheers, support by Reiz to accept JFR's recommendation to award contract to Gemelli Concrete in accordance with their bid for a total contract award amount of \$80,187 and set aside 10% of that construction contract award in a contingency fund to pay for unforeseen events/conditions.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p> <p>JUNE 21ST WORKSHOP Board decided to cancel workshop scheduled for June 21st.</p> <p>CONGREGATIONAL CHURCH PARKING LOT: Marshall spoke with the Congregational Church regarding terminating the contract for the parking lot.</p> <p>Motion by Marshall, support by Sochowicz to pay Congregational</p>	<p>OLD BUSINESS CDBG BIDS</p> <p>MOTION CARRIED</p> <p>JUNE 21ST WORKSHOP</p> <p>CONGREGATIONAL CHURCH</p>

<p>Church \$4,500 to finish year and have Director to send out letter terminating contract.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p>	<p style="text-align: right;">MOTION CARRIED</p>
<p>NEW BUSINESS: BOARD OFFICERS ELECTED: As directed by Eubank, Reiz presented a slate of officers for Fiscal Year 2010-2011: President: Kathleen Eubank Vice-President: Elizabeth Miller Treasurer: Anna Reiz Secretary: Stephanie Sochowicz</p> <p>Bosheers agreed to serve as Treasurer.</p> <p>Officers for Fiscal Year 2010-2011: President: Kathleen Eubank Vice-President: Elizabeth Miller Treasurer: Kathy Bosheers Secretary: Stephanie Sochowicz</p> <p>Motion by Reiz, support by Marshall to appoint Kathy Bosheers at Board Treasurer.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p> <p>2010-2011 GOALS: Eubank asked that board and director review the Strategic Plan that was adopted in January and be prepared to establish RDL Goals for 2010-2011 at the July 2010 meeting.</p> <p>Motion by Eubank, support by Reiz to go into closed session to discuss union contracts.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p> <p>Motion by Eubank, support by Reiz to end closed session at 9:01 pm and return to the open meeting.</p> <p>AYES: ALL NAYS: NONE ABSENT: MILLER</p> <p>Motion by Bosheers, support by Marshall to update the designation of RDL fund balance by 1.4 million dollars and authorize the Director to make changes.</p>	<p style="text-align: right;">NEW BUSINESS BOARD OFFICERS ELECTED</p> <p style="text-align: right;">MOTION CARRIED</p> <p style="text-align: right;">2010-2011 GOALS</p> <p style="text-align: right;">CLOSED SESSION</p> <p style="text-align: right;">MOTION CARRIED</p>

<p> AYES: ALL NAYS: NONE ABSENT: MILLER </p> <p> COMMENTS: None </p>	<p style="text-align: right;">COMMENTS</p>
<p> ADJOURNMENT: Motion by Reiz, support by Marshall to adjourn at 9:07 pm. </p> <p> AYES: ALL NAYS: NONE ABSENT: MILLER </p>	<p style="text-align: right;">ADJOURNMENT</p> <p style="text-align: right;">MOTION CARRIED</p>
<p> _____ Stephanie Sochowicz , Secretary Date </p> <p> _____ Donna Picklo, Recording Secretary Date </p>	