

**Romeo District Library Board Meeting  
Graubner Library 7:00pm  
April 14, 2014**

**APPROVED MINUTES**

			VOTE					
			Vice President	Trustee	Trustee	Trustee	Treasurer	President
	Agenda Item	Motion /Discussion	Beauvais	Detkowski	Fortuna	Grandstaff	Meloeny	Miller
<b>I</b>	<b>Call to Order</b>	Meeting called to order at 7:00 P.M. Present: Beauvais, Detkowski, Fortuna, Grandstaff, Meloeny, Miller Staff Members Present: Boerman, Sickles, Schultz						
<b>II</b>	<b>Pledge of Allegiance</b>							
<b>III</b>	<b>Introductions</b>	None at this time.						
<b>IV</b>	<b>Approval of the Agenda</b>	Meloeny moved and Grandstaff supported motion to approve the agenda of the regular board meeting of April 14, 2014 with the following revisions: Insert Sign Demonstration immediately following V, Approval of the Minutes. Under X, Old Business, add Item 2, RDL Exterior Electronic Sign. Under XI, New Business, add Item 2, Audit Bids, and Item 3, Employee Health Care. <b>MOTION CARRIED</b>	Aye	Aye	Aye	Support	Motion	Aye
<b>V</b>	<b>Approval of the Minutes</b>	Grandstaff moved and Meloeny supported motion to approve the minutes of the March 10, 2014 regular board meeting. <b>MOTION CARRIED</b>	Aye	Aye	Aye	Motion	Support	Aye
		Meeting suspended at 7:05 P.M. for Graubner Exterior Sign Demonstration.  Meeting is resumed at 7:17 P.M.						
<b>VI</b>	<b>Financial Issues and Reports</b>							
	1. Report by Business Mgr. Concerning Library Finances	Updated open items report, check register, and summary of disbursements were passed out.						
	2. Approval of Vouchers	Grandstaff moved and Beauvais supported motion to approve vouchers in the amount of \$91,529.92. <b>MOTION CARRIED</b>	Aye	Motion	Aye	Support	Aye	Aye
	3. Approval of Receipts.	Beauvais moved and Grandstaff supported motion to approve receipts in the amount of \$696,029.07 <b>MOTION CARRIED</b>	Motion	Aye	Aye	Support	Aye	Aye

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<b>VII</b>	<b>Report of the President</b>							
	1. Committee Reports							
	Bill Grandstaff, SLC	There was an SLC meeting at the end of March covering general housekeeping type issues.						
	Personnel Committee	Next meeting is Wednesday, April 30 at 5:00 P.M. at the Kezar Library. Preliminary phone interviews will be conducted via Skype. The Personnel Committee will interview semifinalists via Skype. Miller will send email to board members to schedule.						
	Finance Committee	There was a meeting held on March 31. Insurance company is working on final cost for repair of roof. Discussed the possibility of replacing lights with energy efficient LED's.						
	Michigan Trustee Alliance Board Training April 4, 2014	Beauvais, Grandstaff and Miller attended this training and gave a brief overview of the day. Miller recommended that all board members go to this type of training at least once a year.						
	Board Code of Conduct	Miller reminded board members that all requests for information, etc., go direct to Sickles rather than individuals on the library staff.						
<b>VIII</b>	<b>Report From Friends of the Library</b>	<p>Jean Viviano presented the board with a Friends of the Library check in the amount of \$7,830. Donation will cover the AWE Early Literacy Stations, the speaker for the Military Therapy Dog Program, foam block playscape, children's craft center, a display case at Kezar and the Mystery Writers program at Graubner.</p> <p>Viviano reminded everyone about the Garden Walk on Saturday, July 12. Tickets are \$10. Starkweather is handling the afterglow with food, wine and entertainment. Tickets are \$20.</p> <p>Friends will be holding a book sale at Kezar Library on May 15, 16 and 17. They will be selling books at the downtown sidewalk sale on May 17.</p> <p>Their newsletter was sent out today, April 14. Their next meeting is April 21 at 6:00 P.M.</p>						

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IX	Agenda Item	Motion /Discussion	Beauvais	Detkowski	Fortuna	Grandstaff	Meloeny	Miller
<b>IX</b>	<b>Director's Report</b>	Sickles did an overview of her director's report.						
<b>X</b>	<b>Old Business</b> 1. Director Search  2. Road Sign	<p>Application process for the new director will close on April 20. Miller will contact board members to set up dates to begin the interview process.</p> <p>The Finance Committee has reviewed the bids for the exterior electronic sign and recommends that the award go to Signarama as they have the most experience, the longest warranty and latest technology.</p> <p>Meloeny moved and Detkowski supported motion to approve Signarama for the RDL exterior electronic road sign at a cost of \$38,626.38.</p> <p>Roll Call: Ayes: Beauvais, Detkowski, Fortuna, Grandstaff, Meloeny, Miller Nays: None <b>MOTION CARRIED</b></p>	Aye	Support	Aye	Aye	Motion	Aye
<b>XI</b>	<b>New Business</b> 1. Library Funding  2. Audit Bids	<p>Beauvais stated she was asked by Bruce Township board member, Paul Okoniewski, to consider eliminating the perpetual millage that is currently in place for the library.</p> <p>Miller introduced Don Edwards, a former library board president. He was a part of the bond issue and the initiative to have the perpetual millage put on the ballot. Mr. Edwards felt strongly that the library needs to resist any attempt by the townships to eliminate the perpetual millage. He felt it is not in the taxpayers interest for the library to spend time trying to get a millage renewed every two to three years.</p> <p>Bid packages received from those companies submitting a response to the library's RFP for audit services were passed out.</p>						

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<b>XI</b>	<b>New Business Cont.</b>						
	1. Audit Bids Cont.	<p>Meloeny moved and Beauvais supported motion to allow the Finance Committee review the bid packages and select the company to go forward with not exceeding \$16,000 per year.</p> <p><b>Roll Call:</b> Ayes: Beauvais, Detkowski, Fortuna, Grandstaff, Meloeny, Miller Nays: None <b>MOTION CARRIED</b></p>					
	2. Employee Health Care	<p>At the end of last year, Marwil informed the board of the 2014 health insurance rates. RDL received the first 2014 statement in early March and the amounts did not agree. The difference in the premium was due to two factors. 1. Priority Health did not announce exact rates to Marwil until late February. 2. With the Affordable Care Act, employers with less than 50 employees have their premiums age rated. 13 individuals are due a reimbursement of premiums and 3 individuals owe more than is being collected. The Finance Committee is recommending that the 13 individuals be reimbursed for the over collection of health care premiums and that the other 3 individuals be allowed, until the end of the fiscal year, June 31, to make adjustments to their personal budgets before they are charged the higher premium. Overall, the total premium due to Priority Health is approximately \$1,000 per month less than what was projected in December 2013. This Finance Committee recommendation remains neutral to budget.</p> <p>Meloeny moved and Fortuna supported motion to reduce the cost for the 13 employees based on the required age based premium and refund the difference between what they should be paying versus what they have actually been paying.</p> <p>RDL will continue to pay the higher age based premium for the three employees that have been paying less than what they should be through June 30, 2014, or the end of the current fiscal year. Beginning July 1, 2014, these three employees will begin paying the applicable age based premium.</p>					
		Support	Aye	Aye	Aye	Motion	Aye
		Aye	Aye	Support	Aye	Motion	Aye

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<b>XI</b>	<b>New Business Cont.</b> 1. Employee Health Care Cont.	Roll Call: Ayes: Beauvais, Detkowski, Fortuna, Grandstaff, Meloeny, Miller Nays: None <b>MOTION CARRIED</b>						
<b>XII</b>	<b>Public Participation</b>	None						
<b>XIII</b>	<b>Adjournment</b>	Meeting adjourned at 9:10 P.M.						