

**Romeo District Library Board Meeting
Graubner Library 6:00pm
May 13, 2015**

APPROVED MINUTES

			VOTE						
			Vice President	Secretary	Trustee	Trustee	Treasurer	President	
Agenda Item			Motion /Discussion	Beauvais	Detkowski	Fortuna	Grandstaff	Meloeny	Miller
I	Call to Order	Meeting called to order at 6:30 P.M. Board Present: Beauvais, Detkowski, Fortuna, Grandstaff, Meloeny, Miller Staff Present: Boerman, McNaughton, Schultz							
II	Pledge of Allegiance								
III	Introductions								
IV	Approval of the Agenda	Grandstaff moved and Meloeny supported motion to approve the agenda of the regular board meeting of May 13, 2015. MOTION CARRIED	Aye	Aye	Aye	Motion	Support	Aye	Aye
V	Approval of the Minutes	Beauvais moved and Grandstaff supported motion to approve the minutes of the April 8, 2015 regular board meeting with the following correction. Under Section V, Approval of the Minutes, Roll Call reads: Ayes: Detkowski, Fortuna, Meloeny, Miller Nays: Beauvais, Grandstaff Change to Read: Ayes: Beauvais, Detkowski, Fortuna, Meloeny Nays: Grandstaff, Miller MOTION CARRIED	Motion	Aye	Aye	Support	Aye	Aye	Aye
VI	Public Participation	None							
VII	Financial Issues and Reports	Updated open items report and check register were passed out.							
	1. Approval of Vouchers/ Receipts	Beauvais moved and Grandstaff supported motion to approve vouchers in the amount of \$131,061.11 and receipts in the amount of \$3,713.85. MOTION CARRIED	Motion	Aye	Aye	Support	Aye	Aye	Aye
VIII	Report of the President								
	1. Committee Reports								
	Bill Grandstaff, SLC	Grandstaff gave a brief overview of the SLC meeting held on April 9th.							
	Personnel Committee	The Personnel Committee met on Wednesday, May 6 to discuss the director's annual evaluation.							
	Finance Committee	Finance Committee will hold their next meeting on Tuesday, May 26 at 6:30 PM to begin budget preparations.							

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IX	Report From Friends of the Library	<p>Donna Folland introduced four members of Friends of the Library who were present. Each member outlined their objectives for their respective role.</p> <p>Folland reminded everyone of their book sale on May 16. In response to McNaughton's request to help fund summer reading programs, Folland provided a check for \$1,400. It is also to be used as a staff appreciation fund. Folland stated they pledge their support for the acquisition of a bookmobile as one of their long term projects to be used to increase outreach. They are dedicating proceeds from the Garden Walk to help fund this project. Folland identified three people that have been selected for the Library and Information Science Scholarship. RDL employee, Julie Oparka is a \$500 award recipient. Folland asked for an individual to be a Friend's liaison. Bill Grandstaff volunteered for the position.</p>						
X	Director's Report	McNaughton gave a brief overview of items in covered in the director's report provided in the board packet.						
XI	<p>Old Business</p> <p>1. Director's Benchmarks</p> <p>a) Update on Director Annual Review</p> <p>b) QSAC Application Update</p> <p>i. Board Self Evaluation</p> <p>ii. QSAC Application Update</p> <p>2. Approval of Items Reviewed By Finance Committee</p> <p>Contract Renewals:</p> <p>a) Ron White-Snow Removal</p> <p>b) Ideal Janitor-Custodial</p> <p>c) Parking Lot Repairs</p>	<p>Miller made a motion on behalf of the Personnel Committee to adopt the Director 1 Year Review Timeline and Evaluation Summation as presented. MOTION CARRIED</p> <p>All board members have submitted self evaluations with the exception of Detkowski who will have his submitted to Miller within two weeks.</p> <p>McNaughton stated that he has completed the QSAC Level One application with the exception of three concerns that will be addressed prior to the next board meeting.</p> <p>Meloeny made a motion on behalf of the Finance Committee to approve the snow removal/lawn service, custodial and parking lot repairs as presented in the previous board packet.</p> <p>ROLL CALL: Ayes: Beauvais, Detkowski, Fortuna, Grandstaff, Meloeny, Miller Nays: None MOTION CARRIED</p>	Aye	Aye	Aye	Aye	Aye	Motion
			Aye	Aye	Aye	Aye	Motion	Aye

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XI	Old Business 3. Library Trustee Duties and Responsibilities	Detkowski reviewed board job descriptions included in the board packet. He suggested a policy be written or the bylaws amended to include what the expectations are of each board member. Miller suggested a workshop be scheduled to discuss revisions to the bylaws. Workshop will be scheduled in the August/September timeframe so that new Washington Twp. board member can be included.						
XII	New Business	None						
XIII	Closed Session	At 7:34 P.M., Detkowski moved and Fortuna supported motion to enter into closed session to discuss employee contract renewals. ROLL CALL: Ayes: Beauvais, Detkowski, Fortuna, Grandstaff, Meloeny, Miller Nays: None MOTION CARRIED Individuals participating in closed session: Beauvais, Detkowski, Fortuna, Grandstaff, Meloeny, Miller, McNaughton, attorney Craig Schwartz. At 8:38 P.M., Fortuna moved and Grandstaff supported motion to adjourn closed session and resume the open meeting of the regularly scheduled board meeting. MOTION CARRIED	Aye	Motion	Support	Aye	Aye	Aye
			Aye	Aye	Motion	Support	Aye	Aye
XIII	Public Participation	Kathy Fannon, retired RDL Librarian, stated that as a tax payer, she is extremely disappointed by how much money has been spent to have a lawyer negotiate the union contracts. She feels strongly that no attorneys should be necessary for the actual negotiations.						
XIV	Adjournment	At 8:39 P.M., Meloeny moved and Grandstaff supported motion to adjourn. MOTION CARRIED	Aye	Aye	Aye	Support	Motion	Aye