

**Romeo District Library Board Meeting  
Graubner Library 6:30 P.M.  
June 8, 2016**

**APPROVED MINUTES**

			VOTE					
			Vice President	Trustee	Secretary	Trustee	Treasurer	President
	Agenda Item	Motion /Discussion	Beauvais	Detkowski	Grandstaff	Kopp	Meloeny	Miller
<b>I</b>	<b>Call to Order</b>	Meeting called to order at 6:30 P.M. Board Present: Beauvais, Detkowski, Grandstaff, Kopp, Miller, Meloeny Staff Present: McNaughton, Schultz						
<b>II</b>	<b>Pledge of Allegiance</b>							
<b>III</b>	<b>Introductions</b>	None						
<b>IV</b>	<b>Approval of the Agenda</b>	Grandstaff moved and Meloeny supported motion to approve the agenda of the regular board meeting of June 8, 2016 with the following amendment: Under XIII, New Business, Item #1 Funding EveryLibrary – E.M.. Change to read EveryLibrary – E.M. <b>MOTION CARRIED</b>	Aye	Aye	Motion	Aye	Support	Aye
<b>V</b>	<b>Approval of the Minutes</b>	Grandstaff moved and Beauvais supported motion to approve the minutes of the May 11, 2016 regular board meeting. <b>MOTION CARRIED</b>	Support	Aye	Motion	Aye	Aye	Aye
<b>VI</b>	<b>Public Participation</b>	None						
<b>VII</b>	<b>Financial Issues and Reports</b>	The check register and an additional Open Items report were passed out.						
	1-2. Approval of Vouchers/ Receipts	Beauvais moved and Kopp supported motion to approve vouchers in the amount of \$78,747.01 and receipts in the amount of \$49,782.63. <b>MOTION CARRIED</b>	Motion	Aye	Aye	Support	Aye	Aye
<b>VIII</b>	<b>Report of the President</b>							
	1. Trustee Reports/Comments	Board members commented on the past month's meetings and activities. Miller gave an update on the Washington Twp. vs. Romeo District Library lawsuit. She stated that the Board of Appeals found in favor of the library and that the Washington Township board voted to not pursue any further legal action.						
	2. Trustee Training: Short Takes For Trustees	Video entitled "Succession Planning and New Board Orientation" was shown.						

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IX	Agenda Item	Motion /Discussion						
	<b>Report From Friends of the Library</b>	<p>Marcie Cornett stated that the Friends have approved funds in the amount of \$1,540 requested by Kezar Branch Manager, Stacie Guzzo, to cover costs associated with the summer reading program.</p> <p>Cornett reminded everyone of the Celebration of Gardens and Art taking place on July 9<sup>th</sup>. Tickets are now on sale for \$10 each.</p> <p>Cornett acknowledged individuals, including the RDL board, for their sponsorship of the Friends.</p>						
	<b>Director's Report</b>	McNaughton gave overview of items outlined in the director's report.						
	<b>Monthly Policy Review</b>	<p>Policy For Review: Community Meeting Room Use Policy</p> <p>It was agreed to table review of this policy until renovation of the Graubner lobby has been completed.</p>						
	<b>XII Old Business</b>							
	1. Draft of 2016-2017 Operating Budget	There was no further discussion or requested revisions to the draft budget.						
	2. Director Evaluation	<p>Meloeny reviewed the forms and process to be used in the director's evaluation.</p> <p>Grandstaff moved and Meloeny supported motion to approve the Director's Evaluation as presented along with approval of the Director's Self Evaluation.</p> <p><b>MOTION CARRIED</b></p>	Aye	Nay	Motion	Nay	Support	Aye
	3. Trustee Goals Review	Board members would like additional time to review. Item tabled until The July board meeting.						

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<b>XIII</b>	<b>New Business</b>								
	1. EveryLibrary – E.M.	Miller suggested the possibility of having a representative from EveryLibrary meet with the board to discuss how they can be better advocates for the library. She will pursue setting up a conference call or Skype meeting.							
	2. Organizational Chart – Head of Public Services	McNaughton discussed an updated organizational chart which includes the Head of Public Services position.  Meloeny moved and Grandstaff supported motion to approve the RDL Organization Chart with agreed upon revisions. <b>MOTION CARRIED</b>	Aye	Nay	Support		Aye	Motion	Aye
	3. Suburban Library Contracts	McNaughton gave an overview of how the SLC operates highlighting the advantages of belonging to a co-op.							
	4-5. Insurance Up For Renewal – Business Owner’s/ Worker’s Comp. Policy	McNaughton advised the board that both the Business Owner’s and Worker’s Compensation insurance policies will expire in August. These two policies are currently being competitively bid. Once completed, he will include in the board packet for review.							
	6. Trustee Term Limits – D.D.	Detkowski requested the board consider rotating trustee positions every two years allowing for more well rounded members. It was agreed to table this discussion until Spring when trustee positions are up for renewal. This item will be included in the April, 2017 agenda.							
<b>XIV</b>	<b>Public Participation</b>	None							
<b>XV</b>	<b>Adjournment</b>	At 8:46 P.M., Grandstaff moved and Beauvais supported motion to adjourn. <b>MOTION CARRIED</b>	Support	Aye	Motion		Aye	Aye	Aye