

Romeo District Library  
Board of Trustees – Regular Meeting  
July 8<sup>th</sup>, 2009

Meeting Minutes

**Board Members Present:** Julie Yelick-Miller, Kathy Eubank, Michael Pohlod, Anna Reiz, Stephanie Sochowicz, Elizabeth Miller.

**Staff Present:** Mary Elizabeth Harper (RDL Director) and Colleen Fabera (RDL Administrative Assistant)

**Others Present:** Susan Brockmann, Bruce Township Clerk and accounting manager for RDL.

**I. CALL TO ORDER:**

President, Yelick-Miller called the meeting to order at 7:04 PM.

**II. INTRODUCTIONS**

The Board members, Director, and Administrative Assistant welcomed and introduced themselves to the newest Board Member, Elizabeth Miller.

**III. APPROVAL OF AGENDA:**

Yelick-Miller asked to add b. Correspondence under IX, Old Business. Eubank motioned to approve the agenda with the addition. The motion was supported by Pohlod. Ayes: All. Nays: None. Motion passed.

**IV. Approval of the Minutes**

Minutes of June 10<sup>th</sup>, 2009 Regular Meeting Minutes – Eubank requested that on page 4 of 4, section c. Eubank be added under Personnel Committee. Eubank motioned to approve the June 10<sup>th</sup>, 2009 minutes as corrected. The motion was supported by Pohlod. Ayes: All. Nays: None. Abstained: Miller. Motion passed.

Minutes of June 29<sup>th</sup>, 2009 Special Meeting Minutes – Pohlod motioned to approve the meeting minutes of June 29<sup>th</sup>, 2009. The motion was supported by Eubank. Ayes: All. Nays: None. Abstained: Miller. Motion passed.

## **V. Public Participation**

There was no public participation.

## **VI. Approval of the Financial Report/Investments**

Susan Brockman presented the Financial Report and Investments. Discussion ensued. Pohlod requested to meet with Brockmann and RDL Director to review accounting process. The meeting was set for 1:30 pm on July 20, 2009 at the Bruce Township Offices.

Motion to approve the Financial Report and Investments was made by Pohlod and supported by Reiz. Ayes: All. Nays: None. Abstained: Miller. Motion passed.

## **VII. Approval of Bills and Salaries**

The Board reviewed the bills and salaries. Discussion ensued. Pohlod motioned to approve the bills and salaries. The motion was supported by Sochowicz. Ayes: All. Nays: None. Abstained: Miller. Motion passed.

## **VIII. Report of the Director**

The Director provided a written report to the Board prior to the meeting; discussion ensued. In addition Harper also reported that a few members of the public have complained that there are no books in the Library and that some RDL staff members have been complaining about the reduced materials budget. In response the Board made the following statement:

“The Romeo District Library Board of Directors needed to make reductions in the current 07/01/2009-06/30/2010 Budget due to a reduction in tax revenues. With labor costs being fixed due to the UAW contracts, the variable costs such as the purchase of books and materials had to be reduced in order to have a balanced budget. The Board strives to find economic ways to provide the highest level of services to our patrons.”

Harper also shared information about a grant partnership opportunity through the Ann Arbor Hands-On Museum. The grant would allow the Library to partner with an area school to undertake an environmental project which would benefit the community.

Harper presented the Board with the Buss & Company , P.C. contract to perform the July 1, 2008-June 30, 2009 fiscal year audit. Eubank motioned, supported by Pohlod to accept the contract by Buss & Company, P.C. to perform the July 1, 2008-June 30, 2009 fiscal year audit and is to begin on approximately August 3, 2009 and will issue a report no later than September 7<sup>th</sup>, 2009 for a cost no more than \$5,800. Ayes: All. Nays: None. Abstained: Miller. Motion passed.

## **XI. Old Business**

### **a. HVAC Update and Action**

The HVAC Update was addressed in the Director's report and action was tabled.

**b. Correspondence**

Yelick-Miller presented the Board with a letter from a patron regarding the patron's concern regarding the open hours at the Kezar branch, specifically that the library is not open in the evening. Yelick-Miller reminded everyone that the board had discussed a six-month review of the hours when they were changed in May 2009. In response the Board made the following statement:

"The Board has received and acknowledged the patron's letter and her concern will be taken under advisement when the hours are reviewed in November 2009. The Board appreciates feedback from the public."

**X. New Business**

**a. Judge Children's Bookmark Contest**

The Board thanked everyone who participated and appreciated their enthusiasm. They stated that it was a very difficult decision to cast votes with the abundance of creative and imaginative bookmarks. The Director will share winners' names and copies of their bookmarks with the area media. .

**b. Board Training Dates**

The Director requested Board members interested in participating in the Library Board of Trustees provide dates that they would be available for training. A tentative date of July 21, 2009 was set.

**XI. Adjournment**

Eubank motioned to adjourn the meeting. The motion was supported by Sochowicz. Ayes: All. Nays: None. Motion passed.

Meeting adjourned at 8:22 p.m.

Stephanie Sochowicz, Secretary

Colleen Fabera  
Recording Secretary