

ROMEO DISTRICT LIBRARY

OFFICIAL MINUTES

BOARD OF TRUSTEES

Romeo District Library
Board of Trustees – Regular Meeting
May 13th, 2009

Meeting Minutes

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

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

Others Present: Todd Vercruysse, Strategic Energy Solutions; Robert Lipka, RLA Studio. Ben and Marlina Pllumaj, owners of Kristel Cleaning, Inc. (current RDL cleaning company) and Susan Brockmann, Bruce Township Clerk and accounting manager for RDL.

I. CALL TO ORDER:

President Yelick-Miller called the meeting to order at 7:02 PM.

II. INTRODUCTIONS

The Board members, Director, and Administrative Assistant introduced themselves to those present. Members of the public introduced themselves.

III. APPROVAL OF AGENDA:

Eubank requested that agenda item IX, a. HVAC Assessment, be moved to follow V. Public Participation.

Eubank motioned to approve the agenda as corrected. The motion was supported by Pohlod. Ayes: All. Nays: None. Motion passed.

IV. Approval of the Minutes

Minutes of April 8th, 2009 Regular Meeting Minutes - Wilson requested that the title of the minutes be changed from "Special Meeting" to "Regular Meeting." Yelick-Miller requested that on page 3, under IX., a. Suburban Cooperative Annual Trustees Meeting, the first sentence read: "The Board discussed the topics that will be covered at the April dinner meeting." Eubank motioned to approve the April 8th, 2009 minutes as corrected. The motion was supported by Reiz. Ayes: All. Nays: None. Motion passed.

Minutes of April 11th, 2009 Budget Workshop Meeting Minutes - Pohlod motioned to approve the meeting minutes of April 11th, 2009. The motion was supported by Eubank. Ayes: All. Nays: None. Motion passed.

Minutes of May 6th, 2009 Finance Committee Meeting Minutes – Pohlod requested that the date of the minutes be changed from April 6th to May 6th. Reiz motioned to approve the minutes of May 6th, 2009 as corrected. The motion was supported by Pohlod. Ayes: All. Nays: None. Motion passed.

V. Public Participation

Ben and Marlina Pllumaj, owners of Kristel Cleaning Company (currently contracted by RDL for cleaning services), addressed the Board regarding the bid for cleaning contracts. President Yelick-Miller explained the bidding process and stated that the bids received were carefully reviewed before the Board made a decision to award the contract to a new company. She thanked Kristel Cleaners for continuing to provide professional cleaning services for the remainder of the contract which ends May 31st 2009.

VI. HVAC Assessment Report from Lipka and Vercruysse

Mr. Vercruysse and Mr. Lipka presented their assessment of and recommendations about the current heating and cooling system to the Board. Discussion ensued. Wilson motioned to hire Strategic Energy Solutions to conduct a detailed investigation of RDL's heating and cooling system, "an engineered solution," including final commissioning for a price not to exceed \$10,000. The motion was supported by Eubank. A roll call vote was taken: Wilson: Yes, Eubank: Yes, Yelick-Miller: Yes, Reiz: Yes, Pohlod: Yes, Sochowicz: Yes. Motion passed.

The Board also authorized Harper to instruct Ben Pollock, RDL Facility Manager, to purchase and install digital thermometers at Kezar and to instruct Design Comfort, Inc (currently servicing RDL's heating and cooling systems) to adjust the heating and cooling schedule at Graubner on the current DDC system.

VII. Approval of the Financial Report/Investments

The Board reviewed the financial and investment statements. Discussion ensued. Wilson motioned to approve the financial and investment reports. The motion was supported by Eubank. Ayes: All. Nays: None. Motion passed.

VI. 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 Wilson. Ayes: All. Nays: None. Motion passed.

VII. Report of the Director

The Director provided a written report to the Board prior to the meeting and did not have anything additional to add.

VIII. Old Business

a. Amended 2008-2009 Budget

The Board reviewed the proposed budget amendment. Discussion ensued. Wilson motioned to table this matter to be discussed at a future date. The motion was supported by Pohlod. Ayes: All. Nays: None. Motion passed.

b. Kezar Hours

Harper presented the Board with her recommendation regarding the changing of hours at Kezar. Discussion ensued. Reiz motioned to change Kezar open hours to Tuesday through Friday from 10:00am to 6:00pm and Saturdays from 9:00am to 1:00pm. The Motioned was supported by Wilson. Ayes: All. Nays: None. Motion passed.

IX. New Business

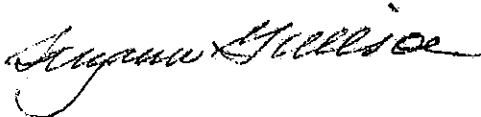
There was no new business at this time.

The Board scheduled a Finance Committee meeting to be held on June 3rd, 2009 at 7:00pm. at Graubner.

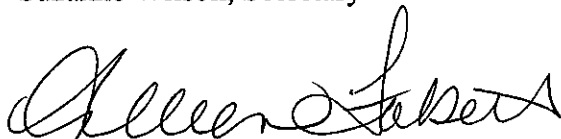
XI. Adjournment

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

Meeting adjourned at 9:46 p.m.



Suzanne Wilson, Secretary



Colleen Fabera
Recording Secretary