

<p>Romeo District Library Regular Meeting</p> <p>Wednesday, August 11, 2010</p> <p>Graubner Library 65821 Van Dyke Washington, Michigan 48095</p> <p>MINUTES</p>	<p>APPROVED MINUTES</p>
<p>President Kathleen Eubank called the meeting to order at 7:00 pm.</p> <p>Members present: Kathleen Eubank, Kathy Bosheers, Carol Marshall, Elizabeth Miller, Anna Reiz</p> <p>Members absent: Stephanie Sochowicz</p> <p>Employees present: Library Director Mary Elizabeth Harper and Donna Picklo, Administrative Assistant as recording secretary. Also Kathy Fannon, Adult Librarian; Ben Pollock, RDL Facilities Manager.</p> <p>Others Present: Dennis Doelle, Marwil & Associates; Susan Brockmann, Bruce Twp. Clerk.; Joyce Hennessee</p>	<p>CALL TO ORDER</p>
<p>APPROVAL OF AGENDA: Motion by Miller, support by Reiz to approve agenda with following changes:</p> <p>Move Medical Insurance up after IV</p> <p>IX. Old Business</p> <p> c. Director's Review</p> <p>X. New Business</p> <p> I. Minutes-tabled until the September meeting</p> <p> c. Graubner landscaping</p> <p>APPROVAL OF MINUTES: Motion by Marshall, support by Bosheers to approve the minutes of July 14, 2010 Board of Trustees meeting as amended:</p> <p>BILLS AND SALARIES: Harper stated that she approved two merit raises issued to staff in previous year.</p> <p>AYES: ALL</p> <p>NAYS: NONE</p> <p>ABSENT: Sochowicz</p> <p>APPROVAL OF SPECIAL BOARD MEETING MINUTES: Motion by Bosheers, support by Miller to approve the minutes of the July 19, 2010 Board of Trustees Special Meeting with the addition of the spreadsheet Bosheers distributed at the meeting.</p> <p>AYES: ALL</p> <p>NAYS: NONE</p> <p>ABSENT: Sochowicz</p>	<p>AGENDA</p> <p>APPROVAL OF MINUTES July 14th BOARD OF TRUSTEES</p> <p>MOTION CARRIED</p> <p>APPROVAL OF MINUTES JULY 19TH SPECIAL BOARD MEETING</p> <p>MOTION CARRIED</p>

<p>MEDICAL INSURANCE: Dennis Doelle completed an analysis of the current employee benefits and recommended a change that would allow RDL to retain current providers and establish Health Saving Accounts for a savings of about \$2,000.00 per month to the Library. Susan Brockmann stated there is some administration work associated with HSA and that Bruce Twp is prepared to handle that for RDL as part of the accounting contract. Miller requested Director approve final paperwork before it is considered final.</p> <p>Motion by Bosheers, support by Marshall to authorize Marwil & Associates to be the Agent of Record for Library Health Care.</p> <p>AYES: ALL NAYS: NONE ABSENT: Sochowicz</p>	<p>MEDICAL INSURANCE</p> <p>MOTION CARRIED</p>
<p>PUBLIC PARTICIPATION: Marshall recognized the Children's Department for receiving grant for Great Parents Great Start of Macomb.</p>	<p>PUBLIC PARTICIPATION</p>
<p>FINANCIAL REPORT/INVESTMENTS: Bosheers led a discussion about impending MTT settlements and other matters that will have an effect on the Library's budget and finances. A Finance Committee meeting was scheduled for August 17th. The audit has begun and appears to be going well.</p> <p>Motion by Miller, support by Reiz to approve July financials as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: Sochowicz</p>	<p>FINANCIAL REPORT/INVESTMENTS</p> <p>MOTION CARRIED</p>
<p>BILLS AND SALARIES: Motion by Bosheers, support by Reiz to pay the June bills and salaries as presented.</p> <p>AYES: ALL NAYS: NONE ABSENT: Sochowicz</p>	<p>BILLS AND SALARIES</p> <p>MOTION CARRIED</p>
<p>DIRECTOR'S REPORT: In addition to the following written report, Harper said the Children's Department received a passthrough grant that makes RDL the distribution center for books purchased for distribution to children 0-4 years by end of September; funding came from the state through Great Parents, Great Start Macomb. RDL will be closed one day in September for staff training day. After a brief discussion with the architect, Harper recommended that the Graubner book drop remain in same place and RDL make improvements in traffic flow with painted arrows as part of the patching, sealing, striping of the parking lot.</p> <p>Director's Report Leading with good news, RDL received \$29,824.24 in penal fines, which is \$4,824.24 above</p>	<p>DIRECTOR'S REPORT</p>

budget. We also received a \$2,000 Target grant for the children's 2011 Summer Reading Program. The Romeo Lions donated \$1,000 for Kindles and Kindle books, which will begin circulating shortly. The Inaugural Family Fun Day (noon – 4 on 17 July 2010) was considered a hit by the staff who planned and executed it. We had a debriefing session and planned to add the event to the summer calendar, using both inside and outside spaces. They discussed things that worked more and less well—so we can look forward to more face painting and repeat visits from the local Fire Department and the K-9 police unit. The Library and Friends were represented at Bruce Twp's Open House on Saturday, 31 July.

1. Looking ahead, starting in September, librarians will be visiting both senior centers once a month to help with book groups and to demonstrate Kindles.
2. The Romeo Harvest Day Reading Contest will begin on 8 September (International Literacy Day) and end on 9 October (Romeo's Harvest Day). This partnership among the RDL, the Rotary, area schools, and the MRP (downtown merchants) encourages elementary school children to start the year reading. Class and school winners receive educational materials from the Rotary and everyone wins!

OLD BUSINESS:

KEZAR CONSTRUCTION UPDATE: Completion date will be determined once concrete has been poured. Miller questioned painting the railing before installation.

UNION UPDATE: Harper scheduled to meet August 23 for preliminary discussion. Reiz to join negotiating team as replacement for departed Board member. Board had previously discussed Harper and attorney to negotiate contract.

DIRECTOR'S REVIEW: The Personnel Committee will meet to discuss this.

NEW BUSINESS:

GRAUBNER LANDSCAPING: Bosheers thanked Marshall for the work she did on the landscaping. Miller stated she has a native plant that can be planted in the front. Harper and Pollock to provide scope of work to clean up Graubner landscaping and get quotes. Pollock to get quotes on broken windows at Graubner. Designated fund balance to be used to replace broken windows and refinish parking lot.

**OLD BUSINESS
KEZAR CONSTRUCTION UPDATE**

UNION UPDATE

DIRECTOR'S REVIEW

**NEW BUSINESS
GRAUBNER LANDSCAPING**

COMMENTS: Bosheers extended condolences to Pollock and his family on behalf of the Board on the loss of his Father. Brockmann expressed gratitude from Bruce Twp. to the Library for participating in the Bruce Twp Open House.	COMMENTS
ADJOURNMENT: Motion by Miller, support by Reiz to adjourn at 8:14 pm. AYES: ALL NAYS: NONE ABSENT: Sochowicz	ADJOURNMENT MOTION CARRIED
<div data-bbox="86 632 527 682" data-label="Text"> <p>_____ Stephanie Sochowicz , Secretary</p> </div> <div data-bbox="581 632 876 682" data-label="Text"> <p>_____ Date</p> </div> <div data-bbox="86 779 527 821" data-label="Text"> <p>_____ Donna Picklo, Recording Secretary</p> </div> <div data-bbox="581 779 876 821" data-label="Text"> <p>_____ Date</p> </div>	