

LAKELAND LIBRARY COOPERATIVE

Board Meeting

Fremont Area District Library

June 9, 2011

Official

MINUTES

Board Present: Shirley Bruursema, Tara Conaway, Stephen Dix, Marty Ferriby, Lance Werner, Tom Genson, Sherri Rasmus, Bob VandeVusse, Marcia Warner

Board Absent: None

Call to order The meeting was called to order at 9:31 a.m. by President Bruursema. The roll-call sign-up sheet was circulated.

Agenda Motion by Werner to approve the agenda. Seconded by Genson. Motion carried.

Public Comment None

Minutes

--A. *May 12, 2011 Minutes and B. May 5, 2011 Special Meeting Minutes*

Motion by Rasmus to approve the minutes of the May 12, 2011 and May 5, 2011 meetings. Seconded by Genson. Motion carried.

Financial Report Genson questioned the accuracy of the \$160,685 value of the Building as presented under Fixed Assets on the Balance Sheet. Staff will contact the City of Walker Assessment Department to see what the city's assessed building and property value is and will report the findings at the next Board meeting.

President Bruursema noted that the Financial Report was accepted and filed.

Director's Report Wilson presented her written report. Wilson gave an update on the proposal given to Big Rapids for joining the Cooperative. The Big Rapid's Director was presented with all of the details of Cooperative membership and it is not known at this time whether or not they will become a member of Lakeland.

Committee Reports

--*Finance Committee:* None

--*Personnel Committee:* None

--Joint Finance/Personnel Committee-April 13, 2011: The minutes distributed in the meeting package were reviewed. The current legislation under consideration in the State Legislature that would require public employees to contribute 20% of the cost of their health insurance was discussed.

--PPS Committee: None

--Advisory Council: None

Unfinished Business None

New Business

--IT/ILS Support Specialist Position:

Motion by Genson to combine the ILS and IT Specialist positions into one position: IT/ILS Support Specialist at 29 hours per week. Seconded by Werner. Motion carried.

Genson had some concern that filling this position in the future could be difficult due to not being full time or having benefits.

--Server Room Air Conditioner:

Motion by Warner to approve the proposal submitted by Seaman's for the installation of a 3.0 ton outside condenser and indoor wall unit and to fund the project by a transfer from the Building Improvements Fund Balance in the amount of \$5,870 and for any electrical costs if necessary. Seconded by Dix. Motion carried.

The current purchasing policy requires that proposals be solicited if the cost of a project is \$5,000 or greater. Staff will draft a revised policy with an increased request for proposal threshold of \$10,000 and will present it to the Finance Committee at their next meeting, to PPS Committee in August and then to the Board in September.

Public Comment None

Board Comment

Bruursema reported that all Cooperative members should have received the annual Cooperative Director's Evaluation and that this form needs to be completed and returned.

Bruursema also announced that the Salem Township Library is having an open house on Saturday June 11, 2011 from 11:00 a.m. to 3:00 p.m. to dedicate their recently completed building addition.

Bruursema also reported that the ALA will be meeting in New Orleans this June.

Adjournment Meeting adjourned at 10:23 a.m. The next meeting will be June 14, 2011 at 9:30 a.m. at the Kent District Library Service Center (KU).

Minutes submitted by,
Terry Cross
Business Manager