

**Mideastern Michigan Library Cooperative
MMLC Board Meeting
January 8, 2009**

MMLC Board Chair Harold Evans called January 8, 2009 meeting to order at 4:30 p.m.

I. Board Members Present: Harold Evans, Mathilde Slider; Robert Cierzniewski; Gloria Nealy; Amy Schweitzer; Marilyn Soules; Gwenda Motley.

Board Members Absent: Janet Engler (excused); Alma Staton (excused); Gail Kelso (excused).

Guests: Jeff Johnson; Katlyn Schweitzer .

Co-op Staff: Roger Mendel, Irene Bancroft.

II. Public Comments: None

III. **Audit Report:** Laura DelEva, auditor with Lewis and Knopf, Inc presented the FY 2007-2008 Annual Audit. Laura reported that there are no reportable conditions or material weaknesses, stressing that the Cooperative is in compliance with generally accepted financial rules. Irene reported that the office will be moving to electronic copies of bank financial statements, and the supporting documents for income and disbursements.

IV. **Review of the Board Minutes date December 11, 2008.** Approved as presented.

V. **Review of the Financial Reports dated December 31, 2008.** Approved as presented.

VI. Board Committee Reports

a. **Budget and Finance Committee:** Robert reported the committee met prior to the Board meeting. **Motion forwarded by the Budget & Finance committee seconded to accept the FY 2006-2007 audit as presented. All yeas (9-0). Motion carried.**

b. **Personnel Committee:** Jeff Johnson, Director Search Consultant to the Board, reviewed the list of places where the Director's Job posting will be released electronically. Jeff distributed a copy of the standard employment application that every applicant will be asked to submit. Jeff mentioned that the full search committee will be meeting in February. Jeff encouraged members of the Board to submit interview questions that might be useful to include in the process. Jeff reminded the board that confidentiality will be important as resumes and applications begin to arrive.

VII. New Business:

a. **Update on New PA 89 Rules and Regulations:** Roger mentioned that a revised set of rules and regulations were released by the Library of Michigan in December. Roger briefly reviewed the changes in the new rules and regulations.

- b. Cooperative – Library of Michigan Three Year Plan:** Roger reported that revisions have been made to the document that was distributed in the board packet. Roger will be sharing a revised document for the March meeting.

VIII. Director's Report: Members were directed to the written report. Jeff reported that the Senate and House finance committee met with the State Treasurer to discuss the current state of the State budget. Roger mentioned that updates on the impact the changes may have on the Cooperative's State Aid income. Roger mentioned that the cooperative is currently collecting statistics regarding circulation, computer usage and program attendance for 2007 and 2008 that will be used to calculate the changes that have happened due to the current economic crisis. Roger mentioned that at the March board meeting he will arrange for a demonstration on available electronic databases.

IX. Board Comments:

The meeting adjourned at 6:15 p.m.

Respectfully submitted,
Irene Bancroft
Administrative Assistant

Next Board Meeting:
Thursday, March 12, 2009
MMLC Board Meeting
4:30 p.m.