

**Mideastern Michigan Library Cooperative
MMLC Board Meeting
January 14, 2010**

Board chair Harold Evans offered the Oath of Office to:

Alma Staton, representing Capital Area District Library
LaRene Klink, representing Genesee District Library
Marilyn Soules, representing Grace A. Dow Memorial Library
Bernard Jocuns, representing North Branch Township Library

MMLC Board Chair Harold Evans called the January 14, 2010 meeting to order at 4:30 p.m.

I. Board Members Present: Harold Evans, Mathilde Slider; Robert Cierzniewski, Gwenda Motley; Alma Staton; LaRene Klink, Trish Dewit; Bernard Jocuns; Marilyn Soules.

Board Members Absent: Janet Engler (excused); Vera Anderson.

Co-op Staff: Denise Hooks, Irene Bancroft.

II. Public Comments: None

III. **Audit Report:** Laura Del'Eva, staff accountant with Lewis and Knopf, Inc presented the FY 2008-2009 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. Laura reported that the office has moved to electronic copies of bank financial statements, and the supporting documents for income and disbursements and that has proven to be very helpful.

IV. **Review of the Board Minutes date October 8, 2009.** Approved as presented.

V. **Review of the Financial Reports dated November 30, 2009 and December 31, 2009.** Approved as presented.

VI. Board Committee Reports

a. **Personnel Committee:** Alma reported that the committee met prior to the Board meeting. **Motion forwarded by the Personnel Committee to approve the revision to the Personnel Manual, Article VII. Retirement as presented. All yeas (9-0). Motion carried.**

b. **Finance Committee:** Robert reported the committee met prior to the Board meeting.

i. **Motion forwarded by the Budget & Finance committee to accept the FY 2008-2009 audit as presented. All yeas (9-0). Motion carried.**

ii. **Motion forwarded by the Budget Finance committee to rescind the Resolution of Depositories as adopted on October 8, 2009; acknowledge the voice and email vote taken on November 9, 2010 (10-0); and to formally adopt the Resolution of Depositories which includes ELGA Credit Union and Sagelink Credit Union, for the 2009-2010 Fiscal Year. All yeas (9-0). Motion carried.**

- iii. **Investments:** Denise reported that the Certificates of Deposits matured after 60 months of investment. Denise pointed out that in the Audit just presented is a notation that a significant amount of the Trust 16(4) monies were not covered by FDIC and thus could have been at risk. We have now invested the funds in several new banking institutions with the highest available interest rate currently available. We are now covered by FDIC and NCUA.
- iv. **Motion forwarded by the Budget & Finance Committee to approve the transfer of Fund Balance monies in the amount of \$88,908 to the General Account specifically to cover the cost of delivery service for the membership. The total amount needed from fund balance for the fiscal year is \$128,308.00. All yeas (9-0). Motion carried.**
- v. **Motion forwarded by the Budget & Finance Committee to approve the proposed budget changes to the 2009-2010 Budget as presented. All yeas (9-0). Motion carried.**

VII. Director's Work Plan: Denise presented the Director's Work plan for FY 2009-2010, mentioning that the plan is tied directly to the Strategic Plan. **Motion by Marilyn Soules, seconded by Tillie Slider to approve the Director's FY 2009-2010 Work Plan as presented. All yeas (8-0). Motion carried.**

VIII. Director's Report: Members were directed to the written report. Denise mentioned:

- State Librarian Nancy Robertson has notified the Cooperative Directors that it is anticipated that the first half of the State Aid payments to Cooperatives will be released in late January.
- The Summer Reading Programs have been scheduled and all performers and members have received their information. Numerous workshops have already been planned.
- Michigan Library Consortium has merged with INCOLSA; new name Midwest Collaborative of Library Services (MCLS).
- Universal Service Forms for the Cooperative have been filed.
- The Michigan Friends of the Library have started planning for Trustee Training
- Attending the Public Library Association Conference in March
- Trish is highlighted in the current issue of the Fenton newspaper

IX. Board Comments: Marilyn reported that Midland public schools as of this year do not have any librarians in their K-12 buildings. LaRene mentioned that there is legislation currently in the works in Washington that will mandate media specialist in each school district.

The meeting adjourned at 5:45 p.m.

Respectfully submitted,
Irene Bancroft
Administrative Assistant

Next Regular Board Meeting:
Thursday, March 11, 2010
MMLC Office Building, 5th Floor meeting room
4:30 p.m.