

**Mideastern Michigan Library Cooperative  
MMLC Board Meeting  
September 14, 2006**

MMLC Board Vice-Chair Jane Smith called the September 14, 2006 meeting to order at 4:30 p.m..

I. Board Members Present: Stu Bush; Ann Ingles; Jane Smith; Stuart Wilson; LaRene Klink; Colleen Quain, Charles Hanson; Catherine Alberts; Harold Evans, Mathilde Slider..

Board Members Absent: Tracie Collier-Nix

Guests: Cecelia Quain; Eleanor Quain; Patti Evans; Alma Staton.

Co-op Staff: Roger Mendel; Irene Bancroft.

II. **Public Comments:** Stuart Wilson introduced Alma Staton, who will be representing Capital Area District Library beginning in October, 2006.

III. **Review of the Board Minutes dated June 6, 2006.** Approved as presented.

IV. **Review of the Financial Reports dated August 31, 2006.** Approved as presented.

V. **Board Committee Reports**

a. **Budget and Finance Committee:**

i. **2005/2006 Budget Adjustments: Motion forwarded by committee to approve the proposed revisions to the 2005-2006 Budget. All yeas (10-0) Motion approved.**

ii. **2006-2007 Proposed Budget:** Roger reviewed the proposed FY 2006-2007 Budget. Roger reported that the Advisory Council passed a motion recommending adoption. **Motion forwarded by committee to approve the 2006-2007 Budget as proposed. All yeas (10-0). Motioned approved.**

iii. **Payroll Account Bank Change:** Roger reported that Republic Bank currently has the Payroll Account, the General Account is at Citizens Bank; and Chase Bank has the Trust Accounts. Due to the upcoming merger of Republic Bank and Citizens Bank, the Cooperative will be moving the Payroll Account from Republic Bank to LaSalle Bank. **Motion by Catherine Alberts, seconded by Stuart Wilson to move the Payroll Account from Republic Bank to LaSalle Bank. All yeas (10-0). Motion carried.**

iv. **Fund Balance Discussion: Motion forwarded by the Finance Committee to establish guidelines for maintenance of the General Account Fund Balance. All yeas (10-0) Motion approved.**

v. **SmartCard Program:** Roger reported that the Class VI Library Directors have started a Marketing/Advocacy Tool Kit to promote the SmartCard. MMLC has been asked to act as the Fiscal Agent for this group. Roger mentioned that Jamie Cowan, auditor with Lewis & Knopf has been consulted for information on handling this process, and that she finds no

problems with the Cooperative handling the fiscal agent responsibilities.  
**Motion forwarded by the Finance Committee to approve Mideastern Michigan Library Cooperative serve as the Fiscal Agent for the Class VI Library Directors for the Marketing / Advocacy Tool Kit project. All yeas (10-0). Motion carried.**

- b. Nominating Committee:** Jane mentioned that she asked Colleen Quain, Stuart Wilson and LaRene Klink to serve as the nominating committee. **Motion forwarded by the Nominating Committee to have the following officers for FY 2006-2007:**  
**Board Chair: Jane Smith**  
**Board Vice-Chair: Ann Ingles**  
**Board Treasurer / Secretary: Harold Evans**  
**All yeas (10-0). Motion carried.**

## **VI. New Business:**

- a. Director's Work 2005-2006 Work Plan:** Roger reviewed the Director's Work plan for FY 2005-2006, highlighting all the accomplishments and the items still in process. **Motion by Stuart Wilson, seconded by Colleen Quain to accept the Director's Work Plan for 2005-2006. All yeas (10-0). Motion carried.**
- b. Talking Book Center Contract:** **Motion by Stuart Wilson seconded by Catherine Albers to approve the Talking Book Center Contract with Genesee District Library. Ann Ingles abstained from voting. 9 yeas. 1 abstained. 0 nays. Motion carried.**
- c. CADL Delivery Contract:** **Motion by Colleen Quain seconded by Ann Ingles to approve the Delivery Contract with Capital Area District Library. Stuart Wilson abstained from voting. 9 yeas, 1 abstained. 0 nays. Motion carried.**

VII. Director's Report: Roger directed members to the written report. Roger mentioned that the Annual Audit with Lewis & Knopf Auditors has been scheduled in November. Roger distributed copies of the Summer Reading 2006 Statistics, and discussed the overwhelming success of this program. Roger mentioned that the Summer Reading Committee met earlier this week and have recommended using the theme *Get a Clue @ the Library* for the 2007 Summer Reading Program; and *YNK: You Never Know* for the Teen Program. Roger announced that in November we will be hosting a Summer Reading Program Showcase Workshop. Roger reminded members that MadCap Puppets will be our guests touring in May, 2007.

VIII. **Comments:** Jane presented Service Awards to Stuart Wilson, Colleen Quain, Charles Hanson, and LaRene Klink, commenting on how much we will miss having them as members of the MMLC Board.

The meeting adjourned at 5:45 p.m.

Respectfully submitted,  
Irene Bancroft  
Administrative Assistant

**Next Board Meeting:**

Thursday, October 5, 2006

MMLC Office

5<sup>th</sup> Floor Meeting Room

**Next Advisory Council Meeting:**

Tuesday, October 2, 2006

Holly Township Library