

Southwest Michigan Library Cooperative
BOARD MEETING MINUTES
November 30, 2015

PRESENT: John Mohney, Director; Patsy Richardson, Kalamazoo Public Schools; John Sheridan, Vicksburg District Library; Helena Hayes, Galesburg-Charleston Memorial DL; Kay Boyer, Benton Harbor; Jennifer Ray, Cass District Library; Ralph Weessies, Lawrence Memorial (Climax); Dennis Kreps, Richland Community Library; Leah Dodd, Willard Library

Meeting was called to order at 10:25 a.m.

Approval of agenda – moved by John, seconded by Jennifer.

There were no August minutes, since Julie's not here; will have to approved in February.

Discussed posting minutes on-line – draft vs. approved. Secretary would need to send them to Tim, who would post them on the site.

Treasurer's Report – Jennifer

- Year ended on a "good note"
- Audit went well (Siegfried Crandall)
 - o Steve Breyer is taking over
 - o John has spoken with auditor and thinks that he has everything that he needs
 - o Report to the Boar at the February meeting
- Balance as of 10/30/15 is \$99,156.75
- Have paid a few bills for the year (since beginning of fiscal year)
 - o Ck# 3279 - \$1,000 to (? can't read my note)
 - o Ck# 3312 - \$600 to C-cant (accounting)
 - o Ck# 3311 - \$400 to White Pine (co-op dues)
 - o Ck# 3307 - \$1,000 to Cass District Library (technology grant)
 - o Ck# 3308 - \$16,462 to Movie Licensing USA
 - o Ck# 3301 - \$2,000 to Lawrence Library
 - o Ck# 3309 - \$100 to Shirley Bruusma (Trustees workshop)
- Move by Ralph, second by Leah to authorize the above checks. Approved unanimously

Director's Report

2016 meeting schedule attached – lists dates, locations, speakers, etc.

- How do we want to handle workshops?
 - o Director does not have authority to approve expenses. Is there a \$ limit that the Board wants to authorize for him to be able to approve?
 - o Is there a budget for workshops? (Membership interest in storytelling, Black Belt Librarian, etc.)
 - o Leah asked is there is a line item for "professional development"
 - o Dennis thinks would be ok to allow the Director discretion for a certain amount of funding
 - o Discussed the idea of a couple of workshops annually – maybe cyclical (trustees, storytelling, millage, etc.) – one in the fall and one in the spring
- There are already standing committees... may want to pass some of this on to a committee
 - o Dennis will look into which committees exist and who is on them

Communications

- Cass Public Schools wants to join co-op, so they can take advantage of vendor discounts
 - o Letter from Jean Porvath, School Library media specialist; Dee Melville-Voss and David VanLue, principals
 - o After discussion, it was moved by Ralph and seconded by Dennis that the Cass Public Schools be allowed to join the co-op

District Library discussion- Dennis wondered what would happen to their status as a district library if the Village of Richland is dissolved. General consensus is that there is a grandfather clause. It was recommended that Dennis contact Gail at the Library of Michigan

Unfinished Business

- No Director's evaluation yet
 - o John Sheridan reported that results of the survey will be compiled and brought to the February meeting.
 - o John just wants to know what the Board / counsel want from him as Director
- Website Discussion
 - o John wants us to look at the website; wants to keep it current
 - o It was determined that Tim does submit bills for reimbursement
 - o The website is hosted by C-cant; Tim Wiggins works on design- he had some help earlier this year
 - o Do we want to give other people the authority to post items
 - o Maybe someone from the TAG group
 - o Jennifer .is going to talk to Tim and will bring a report back at the February meeting

New Business

- State Aid report
 - o John is working on it; he may need information from Jennifer
- John would like to create something to give to new members so that they know the costs and benefits of membership.

- Black Belt Librarian
- John Sheridan's Board asked him to look into a safety program
- Cost "" \$1,800 + travel & lodging
- Not available until fall
- Lots of interest by membership
- Discussion about charging for attendance (and lunch)- members vs. non-members
- Paw Paw library will host- will be an "all day" workshop
- John M. wants a budget amount; he and John S. will get more information and bring to February Meeting

John Sheridan shared the status of the renovations at the Vicksburg Library (roof and stair railings are complete- starting .interior work soon); they have received grants from PNC and Consumer's

Next meeting- February 1 I, 2016 at Portage District Library

Meeting adjourned at 12:07 p.m.