

SUBURBAN LIBRARY COOPERATIVE
16480 Hall Road
Clinton Township, Michigan 48038-1132

Board Meeting
January 27, 2005

- I. The meeting was called to order at 7:00 p.m. at the Macomb County Library by Lynne Gregory, Chair.

Trustees present: Michael Miller (Chesterfield), Michael Keith (Roseville), Judith Weibel (Romeo),
Mark Wollenweber (St. Clair Shores), Robert Kearis (Shelby Township), Nancy Todorovich (Sterling Heights), Lynne Gregory (Troy), Kathelyn Tracy (Utica), Frank Pasternak (Warren)

Staff present: Tammy Turgeon (Suburban Library Cooperative)

- II. Approval of the Agenda.

Kearis moved to approve the Agenda, supported by Wollenweber. Motion carried.

- III. Approval of the minutes of the last meeting.

Kearis moved to approve the minutes of the last meeting, supported by Wollenweber. Motion carried.

- IV. Member Library concerns.

Does the Suburban Library Cooperative purchase other items, i.e. copiers, for all libraries? If a library has a specific item to purchase, SLC will ask the libraries and then purchase the item as a group to receive a discount.

- V. Approval of the bills.

Kearis moved to approve payment of the bills, supported by Weibel. Motion carried.

- VI. Action Items.

- A. SLC Plan of Service approval (enclosure)

The majority of libraries have approved the SLC Plan of Service. The Library of Michigan approves the final Plan of Service.

- B. Comcast Contract (enclosure)

Wollenweber moved to approve the Comcast contract, motion supported by Kearis. Motion carried.

VII. Information Items

A. Automation Report.

Communication methods need to be improved between the libraries, Suburban Library Cooperative and SIRSI staff during upgrades. Communication will be an agenda item at the System Managers meeting in February.

The SIRSI Super Conference is scheduled for February in Nashville. Kristen Valyi-Hax, Lissa Potter and Tammy Turgeon are attending. Kristen is a program chair this year.

SIRSI Voice Activation system (SVA) is turned on, and Kristen's recorded voice messages are ready to play. Courtesy calls are scheduled to call from 10am – 8pm with no calls on holidays. Due to courtesy calls, four libraries have stopped mailing notices to patrons. Directors Station is now being configured for further customization. Reports are available to all libraries for outstanding funds.

B. Budget Report.

Kearis moved to receive and file the Budget Report, supported by Todorovich. Motion carried

C. Investment Report.

Money Market accounts are not available at the same bank that we have CDs. Other investment options are being sought. Audit Reports were distributed for review and discussion at the February meeting.

Wollenweber moved to receive and file the Investment Report, supported by Kearis. Motion carried

VIII. Public Participation.

IX. The next meeting will be held on February 24, 2005, at the Macomb County Library at 7 p.m.

X. Kearis moved to adjourn at 7:24 p.m., supported by Wollenweber. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary