

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

Board Meeting  
June 30, 2005

- I. The meeting was called to order at 6:54 p.m. at the Macomb County Library by Lynne Gregory, Chair.

Trustees present: Michael Keith (Roseville), Mark Wollenweber (St. Clair Shores), Nancy Todorovich (Sterling Heights), Lynne Gregory (Troy), Kathelyn Tracy (Utica), Frank Pasternak (Warren)

Trustees absent: Loraine DeMuynck (Chesterfield), Robert Kearis (Shelby Township), Judith Weibel (Romeo)

Staff present: Tammy Turgeon (Suburban Library Cooperative)

- II. Approval of the Agenda.

Turgeon requested an additional Information Item (VII. E), titled Sign, to the Agenda. Wollenweber moved to approve the Agenda with the added item, supported by Tracy. Motion carried.

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

Keith moved to approve the minutes of the last meeting, supported by Tracy. Motion carried.

- IV. Member Library concerns.

Turgeon to email Tracy concerning the Friends of small libraries grouping together.

- V. Approval of the bills.

Todorovich moved to approve payment of the bills, supported by Pasternak. Motion carried.

- VI. Action Items.

- A. Sub Librarian Clerks (enclosure)

Motion made by Keith to update and continue the Sub Librarian Clerk list, seconded by Todorovich. Motion carried.

B. Short/Long Term Disability and Life Insurance Policy (enclosure)

Board reviewed quotation from Guardian to provide employees that work at least 30 hours per week with short and long term disability insurance and switch from the current life insurance policy to one provided by Guardian at a cost of \$164.88 per year.

Motion made by Wollenweber to approve the Guardian option, supported by Tracy.  
Motion carried

C. Updates to SLC Personnel Policy

In the Grievance Policy, some wording was changed to clarify the title of Director rather than Supervisor. The title of Sick Leave Time is changing to Personal Leave Time with a maximum accrual of 30 days.

Motion made by Todorovich to accept the changes in the Grievance and Sick Leave policies, seconded by Pasternak. Motion carried.

VII. Information Items

A. Automation Report.

Director's Station training is scheduled for June and July.

E'vanced Solutions calendar software installation is finished. SLC will host two training dates for the Events module and extra training for those libraries that purchased additional modules.

Full system backup script was successfully tested. This will now provide us with a full system backup nightly and minimal downtime (5 minutes) at 5:30 am each morning.

B. Budget Report.

Pasternak made motion to receive and file the Budget Report, supported by Wollenweber.  
Motion carried.

C. Investment Report.

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

D. Plan of Service Feedback (enclosure)

Council discussed the request for alternates on the SLC Board to alleviate the issue of not having a quorum. The consensus from the Council discussion is that the Board meets only ten times a year and alternate Board members would not be up-to-date or legally bound to decisions made.

Board accepted discussion and will leave the Plan of Service as is.

E. Sign

The Macomb County Library is looking into purchasing an electronic sign with an LED message board and has asked the Suburban Library Cooperative if they would like their name to be included. The first quote received was \$25,000 and would be shared between the Macomb County Library, Suburban Library Cooperative, Macomb Literacy Partners and Library for the Blind. Board members discussed if this was something that would benefit Suburban Library Cooperative. Discussion was tabled until September, when more quotes would be received.

VIII. Public Participation. None

IX. The next meeting will be held on September 22, 2005 at the Macomb County Library at 7 p.m.

X. Pasternak moved to adjourn at 7:55 p.m., supported by Keith. Motion carried.

Respectfully submitted:

Nancy Todorovich, Secretary