

SUBURBAN LIBRARY COOPERATIVE
44750 Delco Blvd
Sterling Heights, Michigan 48313
Board Meeting
January 27, 2022

- I. The meeting was called to order at 6:30 p.m. by Diane Barr.
- Trustees present: Diane Barr (Armada), Freda Witt (Center Line), Murney Bell (Chesterfield), Amy Wille (Clinton-Macomb), Wilma Wagner (Eastpointe), Marlene Hoeft (Fraser), Eric Walton (Harper Woods) and Linda Pillow (Harrison Twp.).
- Trustees excused: Stephanie Martis (Lenox).
- Staff present: Tammy Turgeon and Pat Lindsay.
- Guests: Bethany Verble from Maner Costerisan calling in from Lansing.
- II. Approval of the Agenda
Motion made by Bell to approve the Agenda, supported by Wille. Motion Carried.
- III. Approval of the October 28, 2021 Minutes
Motion made by Pillow to approve the October 28, 2021 minutes, supported by Wille. Motion Carried.
- IV. Public Participation
None
- V. Member Library Concerns
The Harper Woods Library is still waiting on repairs to the basement from last year's flood. The Fraser Library is back to doing only curbside service due to Covid. The Eastpointe Library hired new staff and will hopefully go back to full hours sometime in April. The Clinton-Macomb North Branch received a DIA grant for a mosaic to be displayed at the library.
- VI. Action Items
- A. Approval of the Bills
1. Payment of the bills for November 2021 was approved on a motion by Bell, supported by Wille. Motion Carried.
 2. Payment of the bills for December 2021 was approved on a motion by Wille, supported by Belle. Motion Carried.
 3. Payment of the bills for January 2022 was approved on a motion by Wille, supported by Wagner. Motion Carried.
- B. Budget Reports
Wille moved to receive and file the December 2021 Budget Reports, supported by Bell. Motion Carried.
- C. Investment Report/Finance Committee Report
Bell moved to receive and file the Investment/Finance Committee Report, supported by Hoeft. Motion Carried.
- D. Audit Presentation
Bethany Verble from Maner Costerisan presented the 2020/2021 Audit Report and answered questions from the Board. Bell made a motion to receive and file the 2020/2021 Audit Report. The motion was supported by Wille. Motion Carried.
- E. SLC Holidays

Wille made a motion to approve the SLC Holidays as recommended by the Suburban Library Advisory Council. The motion was supported by Walton. Motion Carried.

F. Delivery Holidays

Wille made a motion to approve the Delivery Holidays as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Walton. Motion Carried.

G. Standard and Policies

1. Pandemic Limits Revisions

Bell made a motion to approve the changes to Pandemic Limits to have the Overdue threshold set at 10 items or more; the Bill threshold set at \$10 or over; and the Hold shelf set at 7 days as recommended by the Suburban Library Cooperative Advisory Council. These changes would not go into effect until March 1st to allow for patron's to be notified of the changes. The motion was supported by Wille. Motion Carried.

2. Non-Compliance Holds Revisions

Wille made a motion to approve changes to the Non-Compliance Holds policy to allow libraries to make their special collections non-holdable as recommended by the Suburban Library Cooperative Advisory Council. A special collection was defined as anything other than "Books, Audiobooks, CDs, DVDs and Magazines". The motion was supported by Walton. Motion Carried.

3. Barring Patrons Revisions

Walton made a motion to add the following wording to the Barring Patrons policy "Libraries may not bar family members of the patron being barred if the patron is from another library." as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Wille. Motion Carried.

VIII. Information Items

A. Director's Report

The Cooperative issued Early Literacy Grants of \$1,000 each to twelve member libraries. At the end of the Grant period, libraries will have to report on the results of their projects, if their project was successful or not. Tammy also got information about the Lean Six Sigma training offered by Macomb Community College. The training will be for ten people at \$250 each. Libraries will pay for the training. The Cooperative's Automated System contract expires in September of this year. Staff has set up demos of other options, including SirsiDynix. Tammy will try to get a representative from Michigan Class Investments to speak at our February meeting. This was also the last year of our contract with Maner Costerisan and an extension will be presented at the next meeting.

IX. Adjournment

Walton moved to adjourn at 7:25 p.m. supported by Witt. Motion Carried.

Respectfully submitted:

Amy Wille, Secretary