

SUBURBAN LIBRARY COOPERATIVE
44750 Delco Blvd
Sterling Heights, Michigan 48313
Board Meeting
February 24, 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: Jeff Anderson, Regional Director of Marketing, Michigan Class, calling in from Delta Twp., Michigan.
- II. Approval of the Agenda
Motion made by Bell to approve the Agenda, supported by Wille. Motion Carried.
- III. Approval of the January 27, 2022 Minutes
Motion made by Wille to approve the January 27, 2022 minutes, supported by Bell. Motion Carried.
- IV. Public Participation
Jeff Anderson, Regional Director of Marketing, Michigan Class spoke to the Board at this time. Mr. Anderson introduced himself and Michigan Class, a local government investment pool. He then spoke about different investment options open to the Cooperative and answered questions from the Board.
- V. Member Library Concerns
None.
- VI. Action Items
- A. Approval of the Bills
1. The List of Bills for February was changed to reflect the correct amount Ken Valyi-Hax was reimbursed from \$11622.00 to \$116.22. Payment of the bills for February 2022 was approved as corrected on a motion by Hoeft, supported by Pillow. Motion Carried.
- B. Budget Reports
Wille moved to receive and file the January 2022 Budget Reports, supported by Wagner. Motion Carried.
- C. Investment Report/Finance Committee Report
Wille moved to receive and file the Investment/Finance Committee Report, supported by Bell. Motion Carried.
- D. Shared Technology
1. Items in Transit
Bell made a motion to approve the Items in Transit policy as recommended by the SLC Advisory Council. The motion was supported by Hoeft. Motion Carried.
 2. SLC Overdrive Group Request for Reconsideration of Digital Material Form
Walton made a motion to approve the SLC Overdrive Group Request for Reconsideration of Digital Material Form as recommended by the SLC Advisory Council. The motion was supported by Hoeft. Motion Carried.
- E. Personnel

1. Administrative Services Agreement

Walton made a motion to end the Administrative Services contract and notify the City of Sterling Heights with the required minimum 90 notice, as recommended by the SLC Advisory Council. The motion was supported by Bell. Motion Carried.

Bell made a motion to hire a full-time director for the Cooperative as recommended by the SLC Advisory Council. The motion was supported by Wille. Motion Carried.

Bell made a motion to create a committee to conduct the search for the new Director as recommended by the SLC Advisory Council. The committee shall consist of three-member library directors: Larry Neal (Clinton-Macomb), Kristen Valyi-Hax (Harper Woods), Christy DeMeulenaere (Ray Twp.); Chris Frezza (SLC Staff); and Diane Barr (SLC Board Chair). The committee will create a job description, post for the position, interview candidates and send recommendations to the full Suburban Library Cooperative Board for consideration. The motion was supported by Hoeft. Motion Carried.

Wille made a motion to establish the pay scale for the full-time director starting at \$80,000 to \$100,000. The motion was supported by Walton. Motion Carried.

2. Remote Work Policy

Walton made a motion to approve the Remote Work Policy as recommended by the SLC Advisory Council. The motion was supported by Wille. Motion Carried.

3. Salary Schedule Revised Pay Scales 2022/23

Walton made a motion to approve the Salary Schedule Revised Pay Scales for 2022/23 as recommended by the SLC Advisory Council. The motion was supported by Hoeft. Motion Carried.

VIII. Information Items

A. Director's Report

Working with TLN to purchase items for the ARPA Grant. Started having monthly all staff meetings/lunches. The automation system contract expires this year. Chris has set up demos of other options available. Tammy will send out a survey to get member libraries input. She will also get pricing for the different products available. Tammy will be attending the Public Library Association conference in March.

IX. Adjournment

Wille moved to adjourn at 7:36 p.m. supported by Bell. Motion Carried.

Respectfully submitted:

Amy Wille, Secretary