

**SUBURBAN LIBRARY COOPERATIVE**  
**44750 Delco Blvd**  
**Sterling Heights, Michigan 48313**  
**Board Meeting**  
**April 27, 2023**

- I. The meeting was called to order at 6:31 p.m. by Wilma Wagner.
- Trustees present: Wilma Wagner (Eastpointe), Marlene Hoeft (Fraser), Eric Walton (Harper Woods), Linda Pillow (Harrison Twp.), Adrienne Hilmon (Lenox), Alana Stump (Lois Wagner), Stan Lisica (MacDonald).
- Trustees excused: Amy Wille (Clinton-Macomb), Vicky Denison (Mount Clemens) – Resigned from the Board.
- Staff present: Mallorie DeVilbiss and Pat Lindsay.
- II. Approval of the Agenda  
Motion made by Walton to approve the Agenda, supported by Lisica. Motion Carried.
- III. Approval of the March 30, 2023 Minutes  
Motion made by Hilmon to approve the March 30, 2023 minutes, supported by Stump. Motion Carried.
- IV. Public Participation  
None
- V. Member Library Concerns  
Eric Walton apologized for his absence at SLC board meetings. The Harper Woods Library is down two board members and sometimes their meetings fall on the same night as the Cooperative Board meetings. If he did not attend the Harper Woods Board meeting, they would not have a quorum.
- VI. Action Items
- A. Approval of the Bills
    - 1. Payment of the bills for April, 2023 was approved on a motion by Stump, supported by Hoeft. Motion Carried
  - B. Budget Reports  
Stump made a motion to receive and file the Budget Reports, supported by Lisica. Motion Carried.
  - C. Investment Report/Finance Committee Report  
Pillow made a motion to receive and file the Investment/Finance Committee Report, supported by Walton. Motion Carried.
  - D. Records Retention Policy  
Hoeft made a motion to approve the Records Retention Policy as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Hilmon. Motion Carried.
  - E. Director's Evaluation  
Stump made a motion to approve the SLC – Evaluation of Cooperative Director form as presented. The Cooperative Board selected a committee of three, consisting of Amy Wille (Clinton-Macomb), Linda Pillow (Harrison Twp.) and Stan Lisica (MacDonald) on a motion by Walton, supported by Hoeft. Motion Carried. The committee will then distribute the evaluation forms, receive and compile the results to be discussed at the May 25, 2023 Board meeting. The evaluation forms will be sent to: SLC staff, SLC Board, and one Cooperative member library director for each of the six class sizes. All forms will be anonymous and be returned in sealed envelopes. Kim Shearer will receive the sealed envelopes and notify the committee members when all evaluations have been received. The evaluations forms must be returned by Thursday, May 11<sup>th</sup>.

VII. Information Items

A. Director's Report:

Last Tuesday's MLA Advocacy Day was a success. Eight Cooperative Directors attended. We have a Book Mending workshop for SLC member libraries tomorrow at the Mount Clemens Public Library. We are also having a Trustee Networking meeting on Tuesday, May 16 at 6 p.m. hosted by the Shelby Township Library. Please RSVP by May 5<sup>th</sup>. The Cooperative has started purchasing items for our Library of Things to be made available to member libraries. Lauren and Katelyn Grandy (SLC intern) are working on cataloging and processing these items.

B. Advisory Council Minutes – April 13, 2023.

VIII. Adjournment

Hoelt moved to adjourn at 7:20 p.m. supported by Walton. Motion Carried.

Respectfully submitted:

Wilma Wagner, Chairperson