

SUBURBAN LIBRARY COOPERATIVE
44750 Delco Blvd
Sterling Heights, Michigan 48313
Board Meeting
August 31, 2023

- I. The meeting was called to order at 6:36 p.m. by Wilma Wagner.
- Trustees present: Amy Wille (Clinton-Macomb), Wilma Wagner (Eastpointe), Marlene Hoeft (Fraser), Eric Walton (Harper Woods), Linda Pillow (Harrison Twp.), Adrienne Hilmon (Lenox) and Erik Honsel (Mount Clemens).
- Trustees excused: Alana Stump (Lois Wagner) and Stan Lisica (MacDonald).
- Staff present: Mallorie DeVilbiss and Pat Lindsay.
- II. Approval of the Agenda
Motion made by Hoeft to approve the Agenda, supported by Walton. Motion Carried.
- III. Approval of the June 29, 2023 Minutes
Motion made by Walton to approve the June 29, 2023 minutes, supported by Pillow. Motion Carried.
- IV. Public Participation
None
- V. Member Library Concerns: The Beyond Book Bans workshop was very good and well attended. Some libraries are interested in having a Q & A as part of their board meeting agenda. It was strongly suggested to keep the Q & A separate from Public Participation and to have specific policies in place. The Mount Clemens Library will be having their Grand Re-Opening event on September 23rd from 10 a.m. to 2 p.m. The Harper Woods Library is working on a millage proposal for the November ballot.
- VI. Action Items
- A. Approval of the Bills
1. Payment of the bills for July, 2023 was approved on a motion by Wille, supported by Honsel. Motion Carried.
 2. Payment of the bills for August 2023 was approved on a motion by Wille, supported by Pillow. Motion Carried.
- B. Budget Reports
Hoeft made a motion to receive and file the Budget Reports, supported by Walton. Motion Carried.
- C. Investment Report/Finance Committee Report
Pillow made a motion to receive and file the Investment/Finance Committee Report, supported by Wille. Motion Carried.
- D. Personnel
1. 2023-24 Salaries
Hoeft made a motion to approve the Proposed 2023/24 Salary Schedule as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Hilmon. Motion Carried.
 2. Short Term Disability
Wille made a motion to approve the proposed changes to Short Term Disability Insurance as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Honsel. Motion Carried.
 3. New Marketing Position

Walton made a motion to approve the hiring a Marketing Coordinator to work 30 hours per week, remotely and at a starting salary of \$35,000 per year, as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Wille. Motion Carried.

E. Policies

1. Holds Policy

Hoeft made a motion to approve the Holds Policy as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Hilmon. Motion Carried.

2. Library Account Information Policy

Wille made a motion to approve the Library Account Information Policy as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Hoeft. Motion Carried.

3. Library of Things Lending Policy

Walton made a motion to approve the Library of Things Lending Policy as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Hilmon. Motion Carried.

F. Annual Plan

Honsel made a motion to approve the 2023/24 SLC Annual Plan as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Pillow. Motion Carried.

G. Delivery Recommendation

Hoeft made a motion to approve hiring RO Logistics as the Cooperative's new delivery service provider for the 2023/24 fiscal year at a cost of \$121,500 annually or \$18 per stop, as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Hilmon. Motion Carried.

VII. Information Items

A. Director's Report

The Cooperative hired a new sorter to replace Emma, who is going back to school. We also hired a new SLC intern for the 2023/24 fiscal year, who will be training/working at several member libraries. The Cooperative will be hosting a Trustee meeting, September 29 at the Clinton-Macomb Library. Randy Riley from the Library of Michigan will be the guest speaker. Mallorie attended an in-person meeting of the Michigan Cooperative Directors in Albion. They discussed strategic plans and how to pool resources, etc. to benefit all Michigan libraries. Mallorie has also been appointed to the Michigan Library Association – Nominating and Leadership Development Committee.

B. Advisory Council Minutes – August 10, 2023.

VIII. Adjournment

Wille moved to adjourn at 7:16 p.m. supported by Hoeft. Motion Carried.

Respectfully submitted:

Amy Wille, Secretary