

SUBURBAN LIBRARY COOPERATIVE
44750 Delco Blvd
Sterling Heights, Michigan 48313
Board Meeting
September 28, 2023

- I. The meeting was called to order at 6:35 p.m. by Wilma Wagner.
- Trustees present: Amy Wille (Clinton-Macomb), Wilma Wagner (Eastpointe), Marlene Hoeft (Fraser), Eric Walton (Harper Woods), Adrienne Hilmon (Lenox), Alana Stump (Lois Wagner), Stan Lisica (MacDonald) and Erik Honsel (Mount Clemens).
- Trustees excused: Linda Pillow (Harrison Twp.)
- Staff present: Mallorie DeVilbiss and Pat Linsday.
- II. Approval of the Agenda
Motion made by Wille to approve the Agenda, supported by Hoeft. Motion Carried.
- III. Approval of the August 31, 2023 Minutes
Motion made by Honsel to approve the August 31, 2023 minutes, supported by Wille. Motion Carried.
- IV. Public Participation
None
- V. Member Library Concerns:
The Mount Clemens Library Grand Re-opening was well attended. The Fraser Library has not yet seen any repairs made to the old library building. They are currently working from a smaller location and looking to hire more staff. The Fraser Library is also looking into other options for the library's building/location.
- VI. Action Items
- A. Approval of the Bills
 - 1. Payment of the bills for September, 2023 was approved on a motion by Wille, supported by Walton. Motion Carried.
 - B. Budget Reports
Hoeft made a motion to receive and file the Budget Reports, supported by Lisica. Motion Carried.
 - C. Investment Report/Finance Committee Report
Wille made a motion to receive and file the Investment/Finance Committee Report, supported by Lisica. Motion Carried.
 - D. Budgets
 - 1. Revised 2022/23 General Fund Budget
Wille made a motion to approve the Revised 2022/23 General Fund Budget. The motion was supported by Hilmon. Motion Carried
 - 2. Revised 2022/23 Proprietary Fund Budget
Walton made a motion to approve the Revised 2022/23 Proprietary Fund Budget. The motion was supported by Stump. Motion Carried
 - 3. Proposed 2023/24 General Fund Budget
Hilmon made a motion to approve the Proposed 2023/24 General Fund Budget as recommended by the Suburban Library Advisory Council. The motion was supported by Hoeft. Motion Carried
 - 4. Proposed 2023/24 Proprietary Fund Budget

Walton made a motion to approve the Proposed 2023/24 Proprietary Fund Budget as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Honsel. Motion Carried.

E. Employment Agreement

Stump made a motion to approve the Employment Agreement for the Cooperative Director as presented. The motion was supported by Lisica. Motion Carried.

F. 2023/24 Board Meeting Dates

Hilmon made a motion to approve the Suburban Library Cooperative Board Meeting Dates, with the change of moving the June 27, 2024 meeting to July 25, 2024. The motion was supported by Lisica. Motion Carried.

G. Slate of Officers

Officers for the 2023/24 Fiscal Year beginning in October 2023 were discussed. Walton, currently Vice-Chair will assume the position of Chairperson. Candidates for Vice-Chair must have at least two years left on their term of office as it has been past practice that the Vice Chair assumes the position of Chairperson the following year. Stump, Lisica and Honsel are eligible for the Vice-Chair position, as well as the 3 incoming board members. Other Officers include Secretary and Finance Committee (three board members needed).

VII. Information Items

A. Director's Report

The Cooperative is hosting a Trustee meeting tomorrow morning at the Clinton-Macomb Library. Randy Riley from the Library of Michigan will be the guest speaker. The Cooperative is looking into purchasing an Employee Assistance Program as a group purchase for member libraries. The termination of the contract with City Wheels Courier Corp. for our delivery service has not been going well. The Cooperative was forced to hire an attorney to make the matter clear to the owner of City Wheels that the contract was not renewed and that the Cooperative has hired another company for this service.

B. Advisory Council Minutes – September 14, 2023.

VIII. Adjournment

Hoeft moved to adjourn at 7:06 p.m. supported by Stump. Motion Carried.

Respectfully submitted:

Amy Wille, Secretary