

**SUBURBAN LIBRARY COOPERATIVE**  
**44750 Delco Blvd**  
**Sterling Heights, Michigan 48313**  
**Board Meeting**  
**September 26, 2024**

- I. The meeting was called to order at 6:31 p.m. by Eric Walton.
- Trustees present: Eric Walton (Harper Woods), Linda Pillow (Harrison Twp.), Adrienne Hilmon (Lenox), Alana Stump (Lois Wagner), Stan Lisica (MacDonald), Erik Honsel (Mount Clemens), Mike Arcy (Romeo) and Nina Lineberger (Roseville).
- Trustees excused: Elli Minert (Ray Twp.)
- Staff present: Mallorie DeVilbiss and Pat Linsday.
- II. Approval of the Agenda  
The agenda was amended to include Item VI. G. Contract for Library IQ subscription. Motion made by Lisica to approve the Agenda as amended, supported by Pillow. Motion Carried.
- III. Approval of the August 29, 2024 Minutes  
Motion made by Honsel to approve the August 29, 2024 minutes, supported by Lineberger. Motion Carried.
- IV. Public Participation:  
None
- V. Member Library Concerns:  
The Lois Wagner Memorial Library's Friends group had a very successful puzzle sale. The Harper Woods Library had a successful used book sale. They have hired Sue Todd, formerly from Eastpointe, as interim director as they search for a permanent library director. They are also celebrating their 60<sup>th</sup> anniversary this Saturday, from 2 – 4 p.m. Everyone is invited.
- VI. Action Items
- A. Approval of the Bills
    - 1. Payment of the bills for September 2024 was approved on a motion by Lineberger, supported by Arcy. Motion Carried
  - B. Budget Reports  
Hilmon made a motion to receive and file the Budget Reports, supported by Pillow. Motion Carried.
  - C. Investment Report/Finance Committee Report  
Lineberger made a motion to receive and file the Investment/Finance Committee Report, supported by Arcy. Motion Carried.
  - D. 2024-25 Board Meeting Dates  
There is a conflict with the meeting date for June 2025 as it falls during ALA's annual conference. Lisica made a motion to cancel the June 26, 2025 Board meeting, supported by Honsel. Motion Carried.
  - E. Suburban Library Cooperative 2024-25 Annual Plan  
Lisica made a motion to approve the 2024-25 Annual Plan as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Stump. Motion Carried.
  - F. Budgets
    - 1. Revised 2023/24 General Fund Budget  
Pillow made a motion to approve the Revised 2023/24 General Fund Budget, supported by Lineberger. Motion Carried
    - 2. Revised 2023/24 Proprietary Fund Budget  
Honsel made a motion to approve the Revised 2023/24 Proprietary Fund Budget, supported by Lisica. Motion Carried.
    - 3. Proposed 2024/25 General Fund Budget

Lineberger made a motion to approve the Proposed 2024/25 General Fund Budget, supported by Arcy. Motion Carried.

4. Proposed 2024/25 Proprietary Fund Budget

Lisica made a motion to approve the Proposed 2024/25 Proprietary Fund Budget, supported by Honsel. Motion Carried.

G. Library IQ Subscription Contract

Lisica made a motion to approve the contract with Clarivate for the Library IQ subscription for member libraries for 3 years at a cost of \$48,900 each year and a one-time fee of \$10,000 for implementation services. The motion was supported by Pillow. Motion Carried.

VIII. Information Items

A. Director's Report

The Cooperative has new signage on the building and at the street with our new logo. The email migration will be taking place this Sunday evening. One of our past interns has applied for unemployment. The Cooperative is contesting his claim. MLA's annual conference will be in Traverse City this year. Mallorie is on the planning committee for next year's conference. The Cooperative will be having its annual audit beginning the week of October 21.

B. Advisory Council Minutes – September 12, 2024.

VIII. Adjournment

Meeting adjourned at 7:13 p.m.

Respectfully submitted

Adrienne Hilmon, Secretary