

**Minutes, Northland Library Cooperative Board of Trustees Meeting  
August 21, 2007-Lewiston Branch, Montmorency County Library System.**

**Present:** Elden Johnson, Rita James, Grace Micketti, Mayford Meixell, Warren Meyer, Karen Heide, Marcia Armstrong.

**Staff:** Roger Mendel

**Absent:** LaVerne Greenwood,

**Guests:** Jan Stevensen, Lori Weaver, Nannette Miller.

The meeting was called to order at 10:07 a.m. by Chair Elden Johnson.

**Approval of the Agenda:** Mendel asked that the Scholarship mini grant program and the Duvall Award be added to the agenda. The agenda was approved as amended.

**Public Comment: None.**

**Minutes:** After a review of the minutes they were approved.

**Treasurer's Report:** Mayford reviewed the finances of the cooperative. The report was filed subject to audit.

**Committee Reports:**

**Sale of Building:** Mayford reported on the progress made with the sale of the building. As of today, we are waiting for the prospective buyer to have tests done on the site related to the buried fuel oil tank. The results of the test will be shared with Northland and depending on the outcome the buyer will make a final decision on the sale by September 4, 2007. The buyer has given the cooperative a \$6,000 check as a deposit which will not be refunded should the buyer back out of the deal. We do know that the buyer has a sale pending on the property adjacent to our building as well as having made a bid on the public rest room facilities on the east end of our building. A second interested party has surfaced and should the sale not go through we will pursue the other interested party.

**Sale of van:** Mayford reported that the Northland van was sold to the highest bidder. The bidder asked that Northland reimburse him for expenses related to the air conditioning repair which was \$410. As background, the buyer called the office soon after purchasing the van to say that the air conditioning did not work effectively. He was told to take to our mechanic and find out what the problem was. After his initial call we did not hear back from him until we received the letter asking for

reimbursement. The paperwork he presented showed that he did take it in and had a test done on the system. The test revealed no leak. After he put 1,900 miles on the vehicle, he took it in again and the problem was determined to be the compressor. The solution was either a new compressor at \$410 or recharging the system each year for about \$70. After some discussion on the matter it was determined that we sold the van "as is" and that all systems were in proper working order at the time of the sale. **Moved by Grace Micketti, seconded by Karen Heide that we deny the buyer's request for reimbursement and that a letter be sent to him expressing this decision. Motion carried.**

**Interim Director's Report:** Mendel briefly reviewed his written report and asked for questions. He updated the group on the state aid questions, which continue to be stalled in committee, and on the state librarian's reorganization of cooperatives process. The state librarian has appointed a committee to help her come up with a plan. From Northland, Valarie Meyerson, Director of the Charlevoix Public Library is serving on this committee.

Mendel also reported that the staff would be working on an inventory of items to be sold from the furniture and equipment. An auction was suggested and Lori Weaver indicated that her board chair might be available to help. Mendel will pursue this as well as have a list of items available at the September Board meeting.

Mendel also reported that the website would be moved to a new host site. The host will provide the website space for free and this will allow Christine to make changes to the site from remote locations.

At the end of his report Mendel reviewed the contract for interim director services, which expires September 30. He indicated that the Advisory Council has recommended renewing the contract with the same terms for one year. He also reported that he had an okay from his board to renew the contract. After some discussion it was **moved by Grace Micketti Seconded by Rita James that the Northland Library Board renew the contract with Mideastern Michigan Library Cooperative for Interim Director Services for one year with an expiration date of September 30, 2008. Motion carried.**

**Business:**

a. **Transfer of membership:** I don't have the resolutions here in Flint but will add this info when I get to Northland Sep. 4<sup>th</sup>.

- b. **Increase the delivery line item:** Mendel reported on the increased cost for delivery that occurred July 1. He indicated that an adjustment of \$925 was necessary in the delivery line item to meet these costs. **Moved by Rita James, seconded by Karen Heide that the budget for delivery is increased \$925. A vote was taken, 6 yes, 1 no. Motion carried.**
- c. **Approval of retro-active pay repayment plan.** The board reviewed this plan and it was **moved by Marcia Armstrong, seconded by Warren Meyer to adopt this plan for repayment of the retro-active pay. Motion carried.**

**Chair Elden Johnson had to leave the meeting; Vice Chair Rita James took over chairing the meeting.**

- d. **Proposed budget:** The board reviewed the proposed 2007-08 budget which was recommended by the Advisory Council for adoption. The board chose to table adoption until the September 25 meeting at which time there would be more information on state aid and on the sale of the building. Vice Chair James appointed a committee of Mayford, Elden and Rita and Roger to meet to review staff needs for the coming year. Rita will contact the members of the committee to set up a meeting. Mendel will let Elden know of this committee assignment.
- e. **Special financial resolutions I don't have the resolutions here in Flint but will add this info when I get to Northland Sep. 4**
- f. **Scholarships.** This mini-grant program has been in existence since 1991. During this time the cooperative has awarded a \$500 scholarship to member libraries to be used to attend either a state or national library conference. We have five libraries that have yet to receive this grant and at the Advisory Council meeting it was suggested that we fund this year all the remaining libraries since the future of the cooperative is uncertain. **Moved by Mayford Meixell Seconded by Karen Heide that Northland grant to the five remaining libraries \$500 each to be used to attend a conference and that payment is made out of this year's budget. Motion carried.**
- g. **Duvall Award:** Mendel reminded the board that nominations were being accepted for the Duvall Award. Any staff or board

or volunteers in the Northland membership are eligible for nomination. Deadline for nominations is August 31, 2007.

- h. Board Members:** Mendel reported that 2 new board members have been appointed for new terms beginning October 2007. He is waiting for three other appointments.

**There being no further business the meeting was adjourned at 12:35 p.m.**

**Respectfully submitted,**

**Roger Mendel, Interim Director**