

Minutes

Northland Cooperative Library Board Meeting

August 20, 2009

Otsego County Library, Gaylord

Members Present: Grace Micketti, Judy Olsen, Phil Curtiss, Marcia Armstrong, Marcia Monette, Eunice Teel, Hugh Conklin

Members Absent: Barbara Steele, Karen Heide

Staff: Roger Mendel

Guests: Karen Sherrard, Maureen Derenzy

Meeting called to order by Board President Grace Micketti at 10 a.m.

Public Comment: None

Approval of Minutes: Motion by Marcia Monette, second by Phil Curtiss to approve the minutes from the May 19, 2009 meeting. Motion passed

Financial Report: Roger Mendel presented financial report. Overall, finances are in good shape despite problems at the state level. Audit is completed and will be available at September board meeting, Motion by Hugh Conklin second by Eunice Teel to approve financial report as presented. Motion passed.

Advisory Council Report: No report

Interim Director's Report: Roger Mendel gave a report on the status of State Aid. Amount of cut still undecided but it could be as severe as 20% to 25%. Department of History Arts and Libraries has been dissolved and several uses for the State Library Building are under consideration. With the breakup of the department there are many concerns about the Rare Book Room, the Genealogy Collection, and the Library for the Blind.

Other items contained in report:

- "Arms Around the Library" rally was a success;
- Summer Programs throughout the Northland libraries were very well attended;
- Technology upgrades nearly complete throughout Northland.
- Overall, it has been a very good year for the cooperative.

Business items

Plan of Service modification: Board reviewed Plan of Service (attached). Under new plan Charlevoix Library will be home address for Northland Cooperative. Thunder Bay Accounting will handle cooperative's financial reporting. Bank accounts will be moved from Alpena to a bank with state-wide offices. Board and advisory committee meetings will be held on same day to reduce amount of travel time and costs. Most of work for

executive director will be done from home. Laptop will need to be upgraded and a cell phone with 231 area code will be needed. Board rotation schedule was presented. (Attached) Discussion regarding appointing an entirely new board at the beginning of the new fiscal year or approving schedule as presented. Motion by Hugh Conklin with second by Marcia Armstrong to approve board rotation schedule, as presented, with a deadline of August 31 for those board members whose term is not expiring to inform interim director of their interest in continuing to serve the remainder of their term. Motion passed.

Motion by Phil Curtiss, seconded by Marcia Monette, to approve plan of service as presented. Motion passed

Director's job description: Presented to board for discussion. Motion by Phil Curtiss, second by Marcia Armstrong, to approve job description as presented. Motion passed.

Employment contract (attached): Presented to board with discussion by Eunice Teel. Motion by Marcia Monette with second by Marcia Armstrong to approve employee contract as presented and direct board president to sign on behalf of the board. Motion passed.

2009-10 Budget (attached): Advisory council reviewed proposed budget and recommended approval. Revenue projection is \$130,625 with expenses of \$130,625. Motion by Phil Curtiss, second by Eunice Teel, to approve budget. Motion passed.

Library Enhancement Grant Awards: Interim Director Roger Mendel gave report on status of awards. Two libraries – Gaylord and Topinbee - are requesting an extension. Motion by Marcia Armstrong, second by Marcia Monette, to grant extension. Motion passed.

Meeting was adjourned at 11: 50 a.m.