

SALEM-SOUTH LYON DISTRICT LIBRARY
BOARD OF TRUSTEES
Minutes of Regular Meeting
Monday, May 21, 2018

President: Linda Hamilton
Vice-President: Deborah Mroz
Treasurer: W. David McNeill
Secretary: Amy Randall-Ray
At large: J. Bernardino, J. Quigly, J. Salvatore
Director: Donna Olson

Minutes of the Regular Meeting of May 21, 2018.

A. Call meeting to order and verify quorum.

President Hamilton called the meeting to order at 7:00 PM in the meeting room of the Salem-South Lyon District Library. Present: Hamilton, McNeill, Mroz, J. Bernardino, J. Quigly, A. Randall-Ray, J. Salvatore, Director Olson, and Recording Secretary K. Hutchinson.

Visitors: S. Burke, MFCI
E. Isotalo, Staff Rep.
S. Swiderski, Youth and Teen Services Librarian
J. Urban, Clark Hill PLC

B. Approval of Agenda

J. Salvatore motioned to approve the agenda, seconded by J. Quigly. Motion carried unanimously.

C. Approval of Draft Minutes from April 30, 2018 Meeting

Motion to approve the minutes from the April 30, 2018 Board Meeting as amended was made by J. Bernardino, seconded by D. McNeill. Motion carried unanimously.

D. Introduction of Guests

Director Olson introduced the guests.

E. Public Comment

None.

F. Presentations

- A. Joseph Urban of Clark Hill PLC reviewed the details of the Bond Resolution paperwork.

- B. Steven Burke of MFCI reviewed the bond process with his recommendations (he anticipates contacting 15 banks) to use local banks for the bond offering; he expects competitive rates with fees and timing providing a favorable result.

G. Resolution to Approve the 2018-2019 Budget and Tax Levy

Amy Randall-Ray motioned to adopt the 2018-2019 budget and to approve the 1995 Operating Millage of 1.0856, the 2014 Operating Millage of 0.4820; J. Bernardino seconded the motion. Pres. Hamilton called for a roll call vote. A. Randall-Ray called the roll:

- J. Quigly: Yes;
- J. Bernardino: Yes;
- D. McNeill: Yes;
- J. Salvatore: Yes;
- D. Mroz: Yes;
- A. Randall-Ray: Yes;
- L. Hamilton: Yes.

H. Friends of the Library Report

Report filed.

I. Financial Report

Acceptance for the April 2018 Financial Report

Motion to accept the financial statements from April 2018 was made by J. Salvatore, seconded by D. Mroz. Motion carried unanimously.

J. Approval for Payroll Report for April 2018

Motion to approve Pay #7 & 8 (calendar), Fiscal Pay#20 & 21 was made by D. McNeill, seconded by J. Bernardino. Motion carried unanimously.

K. Approval for Board Review of Bills and Credit Purchases for April 2018

Motion to approve checks 15739-15776 and credit card purchases was made by J. Salvatore, seconded by D. Mroz. Motion carried unanimously.

L. Director Report

Report filed.

M. Staff Reports:

Adult Services Report
Submitted for board review and filed.

PR/Marketing Report
Submitted for board review and filed.

Property Maintenance Report
Submitted for board review and filed.

Technology Report
Submitted for board review and filed.

Youth Services Report
Submitted for board review and filed.

N. Committee Reports:

- Advocacy/Fundraising:
Brick order is in; currently working on Christmas Tea with Coral Sash.
- Facilities Committee:
Mr. Cieslak is at the Salem Twp. Planning committee meeting.
- Policy Committee:
No update.
- Budget Committee:
No update.
- Long Range Planning
Google poll will be sent out for next meeting date/time.
- Professional Development
Trustee education podcasts.
Debbie Mroz noted the need for a 6 month review for D. Olson and to have it on the June agenda.

O. Correspondence & Communications

P. Old Business

1. Bond Resolution

J. Quigly motioned to approve the Bond Resolution; J. Salvatore seconded the motion. Pres. Hamilton called for a roll call vote. A. Randall-Ray called the roll:

- J. Quigly: Yes;
- J. Bernardino: Yes;
- D. McNeill: Yes;
- J. Salvatore: Yes;
- D. Mroz: Yes;
- A. Randall-Ray: Yes
- L. Hamilton: Yes.

2. Children's Expansion

David McNeill motioned to approve the outstanding invoice of \$975.62 (Invoice # 3111) from Merrit-Cieslak invoice; seconded by D. Mroz. Motion approved unanimously.

Q. New Business

1. Adoption of MCLASS as an official depository of the SSLDL

J. Quigly motioned to adopt MCLASS as an official depository of the Salem-South Lyon District Library; D. McNeill seconded the motion. The motion carried unanimously.

R. Board Comments

Amy Randall-Ray, D. Mroz, and J. Salvatore thanked the budget committee for their work. J. Quigly thanked David for his work and J. Bernardino recognized David McNeill as being a very good representative of the SSLDL. J. Salvatore commented on the staff reports and he enjoys the photos.

S. Adjournment:

The meeting was adjourned at 7:43 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes of a regular meeting of the Salem-South Lyon District Library, Counties of Oakland and Washtenaw, State of Michigan, held on May 21, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Respectfully submitted,
Kathleen Hutchinson, Recording Secretary
A. Randall-Ray, Library Board Secretary