

VALLEY LIBRARY CONSORTIUM
Minutes of the Administrative Council
April 21, 2010, 10:00 a.m.

Council Members Present: Bryon Sitler-White Pine; Trish Burns-PLOS; Jeanette Bach-Pigeon; Jack Wood-Delta; Melissa Barnard-Midland; Judy Eastland-Michigan Molecular; Kate Pohjola-Lapeer; Nannette Pretzer-St. Charles; Stephanie Mallak Olson-Iosco; Erin Schmandt-Chesaning; Tom Birch-Bay County; Rose Rice-Gutierrez-Bridgeport; Alice Parsons-Northwood; Marsha Boyd-West Branch; Kristen Valyi-Hax-Ruth Hughes.

Council Members Not Present: Bruce Guy-Gladwin; Marcia Dievendorf-Caro; Karen Lambert-North Branch; Desta Ureel-Dryden; Josh Schu-Community District; Kay Hurd-Almont; Jessica Moore-Marlette; Shawn Troy-MCC; Colleen Montalbano-Bay City Schools; Sheila Bissonnette-Harrison.

Others Attending: Karl Steiner-VLC; Jo Abbenante-VLC.

Chair E. Schmandt called the meeting to order at 10:00 a.m.

E. Schmandt asked if there were any additions to the agenda. There were none.

DECISIONS

1. M. Boyd moved to approve the minutes from the March 17, 2010 meeting. J. Wood seconded. Motion passed.

EXECUTIVE DIRECTOR'S REPORT

1. A nominating committee consisting of Kate Pohjola and Melissa Barnard has been formed. Candidates should be announced 30 days before the June meeting.
2. A recap of events involving the recent downtime was given. PC Reliance (a method to collect borrower and item barcodes and due date) is free and easy to install and use.
3. K. Steiner reported on the finances of the consortium.

DISCUSSIONS

1. Hold Slip Printing. K. Pohjola moved to purchase the hold slip printing software from Alpha-G Consultants. T. Burns seconded. Motion passed. Members interested in participating are: Midland, West Branch, Lapeer, Saginaw, Ruth Hughes, Iosco, Chesaning, St. Charles, Bridgeport, and Pigeon.
2. Report from Search Committee. K. Pohjola reported the posting closes 4/22/10 and thus far five applications have been received. The committee is in the process of drafting interview questions. Some members questioned whether five applications were sufficient and whether or not the search deadline should be extended and more broadly advertised. The committee will meet next to week to review applications and from there decide whether to extend the search or not. The Search Committee agreed to keep the Administrative Council apprised of the committee's progress.

3. Administrative Council Handbook. K. Steiner prepared a recap of various Council practices and procedures with some changes.

Changes

Page 6, Quorum: Nine (9) members with all decision requiring a majority vote of those present.

Page 7, Public Library representative with less than 20 seats (2 year term, ends in June of odd number years). Iosco and White Pine were added to the list of libraries.

Page 7, Finance Committee, Meeting Time: Minimum annually to consider the budget.

Page 7, Personnel Committee, Meeting Time: Minimum annually to conduct the evaluation of the Executive Director.

Page 8, Nominating Committee, Meeting Time: As determined by the Chair for the selection of Officers.

Page 20, "overall FDIC insurance level of \$250,000 per financial institution" changed to "current FDIC insurance levels per financial institution".

The document was reviewed and members asked for comment. Members felt the recap was good. Changes will be made as listed.

Discussion was held regarding Page 19, items #1 and #2. The expenditure limit was questioned as well as what procedures would be followed once that limit is exceeded.

T. Burns moved requesting that K. Steiner make a recommendation at the next Council meeting regarding these items. J. Bach seconded. Motion passed.

ANNOUNCEMENTS:

Saginaw will be instituting a \$50 annual fee for Non-Resident Cards.

Lapeer is going to be a stop on the Michigan Notables Author Tour. Michael Zadoorian, Lost Tiki Palaces of Detroit. Thursday, May 13, 7:00.

West Branch is sponsoring a performance of 'The Secret Life of Bees' on April 22, 2010, 6:30. They are also a stop on the Michigan Notables Author Tour. Steve Lehto, Michigan's Columbus: The Life of Douglass Houghton. Tuesday, April 27, 6:30.

Bridgeport is hosting a paper shred day. They will be putting a millage renewal request on the August ballot. A local artist has completed a beautiful 3-D mural in the new children's wing.

Ruth Hughes is participating in the 2010 Imlay City Spring Expo on April 24 and 25.

St. Charles is instituting a Non-Resident fee of \$75 on May 1.

White Pine is hosting a puppet workshop next month. B. Sitler suggested members write their Congressmen asking that budgeted monies from Michigan Works be designated for libraries for the work that is being done helping the unemployed. State Aid checks should be mailed by the end of May.

Next scheduled meeting is May 19, 2010 at 10:00 a.m.

Meeting adjourned at 11:40 a.m.

Minutes prepared by Jo Abbenante.