

Mid-Michigan Library League Board of Trustees

Thursday Nov 17, 2011

Present: Helen Dewey, Lisa Leedy, Mary Edens, Tiffany Haight, Jan Manley, Jeanette Fleury, Dale Priester, Donna Bronkema, and Director James Lawrence.

Absent (excused): Harriet Bieri

Guests: Metta Lansdale (TADL) and Ryan Howell, CPA (Baird, Cotter & Bishop)

Call to Order:

With a quorum present, the meeting was called to order at 10:00 by Chairman Jeanette Fleury.

Acceptance of Minutes:

The minutes of the Sept 22 , 2011, meeting were accepted (motion by Edens/Leedy).

Public Participation and Communications: none

Approval of Agenda: Accepted

Financial Reports and Approval of Bills:

The annual audit was presented by Ryan Howell, CPA.

Capital assets are fully depreciated. The biggest change is the purchase of health insurance.

We still lack internal segregation of accounting tasks due to the small size of the work force. We could have a Board member review the purchase journal. The firm's letter states: "In an effort to help strengthen the internal controls for the Mid-Michigan Library League, we recommend that a board member sign off on all employee reimbursements and League debit card transactions."

Large Print book revenue is reduced because 2 libraries cut back from 2 sets to one.

The Purchase Journals for September and October were accepted by the Board by acclamation after a motion by Priester/Haight.

The Monthly Report for September was accepted by the Board by acclamation after a motion by Manley/Edens.

Personnel Committee Reports: The committee has not met, but there is an issue related to personnel which we should consider at the next meeting. The state's new law (PA 152 of 2011) in Section 3 puts a hard cap on employer contributions to public employee health care insurance starting January 1, 2012. Relevant to MMLL is the annual cap of \$11,000 times the number of employees with two person coverage. That hard cap will be adjusted each October 1 (for implementation the following January 1) based on the change in the medical care component of the U.S. Consumer Price Index. By a majority vote of the governing body, a public employer, such as MMLL, can choose instead to comply with Section 4, which limits the public employer to paying no more than 80% of the total annual costs of all of the medical benefit plans it offers. Helen Dewey, current chair of the Personnel Committee, suggests that the MMLL Board should vote at the January meeting to choose the default Section 3 rule (\$11,000 per employee with 2-person coverage). MMLL's health care costs in 2012 are anticipated to be less than the hard cap amount.

Additionally, the provision in the law for some government entities to opt out of the law does not allow for District Libraries or MMLL to opt out. Metta Lansdale spoke to a legislator, who was unaware of that omission (which also affected the Cherry Capital Airport Authority). She urged library trustees, as individuals, to contact their legislators to ask for a revision to the law allowing more entities to opt out.

Finance Committee Report: The committee has not met.

Director's Report:

James Lawrence, Director, handed out a written report, which is on file. He discussed topics in the report. After revisions, the report will be posted on the MMLL Website.

The advanced E-rate training was disappointing.

The Cooperative Directors Association is conducting a survey on cooperative services and attitudes.

Unfinished Business:

State Aid for FY 2011/2012 - report is being prepared. Board members received a spreadsheet showing the 2010 population figures and contract areas for each member library. A few areas are claimed by more than one library.

New Business:

Election of Board Officers - The following officers were elected by secret ballot:

Mary Edens, Chairman

Lisa Leedy, Vice Chairman

Tiffany Haight, Secretary

Donna Bronkema, Treasurer

Foster Swift Webinars for Trustees continue to be offered and past sessions are available online.

Trustee Comments:

Mary Edens announced that Helena Township Public Library in Alden will soon be a District Library with the Mancelona School District. Also, the Antrim and Kalkaska librarians visited the Fife Lake Public Library.

Helen Dewey announced that Friends of Benzonia Public Library presented a fund-raiser Murder Mystery Sat Nov 12.

Strategic Planning with paid consultant Ginger Hentz

Jim Lawrence gave an overview of trends impacting library cooperatives.

The group decided on goals for the next 3 years with a focus on Marketing and Programs/Services. The other goals were Funding, Technology, and Advocacy. A summary of the session will be supplied by Ms. Hentz.

Adjournment:

The meeting was adjourned following the Strategic Planning session.

Helen Dewey, outgoing Secretary of the Board