

**Mid-Michigan Library League Board of Trustees**  
**Minutes of Thursday May 24, 2012 Meeting**

Present: Helen Dewey, Donna Bronkema, Mary Edens, Tiffany Haight, Dale Priester, Lisa Leedy and Director James Lawrence

Absent (excused): Harriet Bieri, Jeanette Fleury, and Jan Manley

**Call to Order:** With a quorum present, the meeting was called to order at 10:03am by Chairman Mary Edens.

**Roll Call:** Six Board Members and the Director present.

**Acceptance of Minutes:** The minutes of the March 22, 2012 meeting were accepted with an amendment of listing Jeanette Fleury as absent (excused) at the March 22, 2012 Board Meeting (motion by Priester/Edens).

**Public Participation and Communications:** None

**Approval of Agenda:** Accepted. Jim will present a worksheet on ILL costs under New Business.

**Financial Reports and Approval of Bills:** Leedy moved to accept the March & April Purchase Journals. Supported by Dewey. Motion was unanimously carried.

**Personnel Committee Report:** Mary Edens, chairman of the Personnel Committee, presented the findings from the Trustee Evaluations and Librarian Evaluations of the MMLL Director. Results were based on 66 responses, although some were from last year's survey. Edens recommended that the League purchase Survey Monkey for \$30. By paying for this service, Survey Monkey will analyze future survey findings. Also in regards to future surveys, the Board agrees to change the category of "Grants" to "Supplemental Funding." It was also mentioned that perhaps the job descriptions for Jack and Jim need to be re-evaluated. Many of the comments from the survey were positive, especially in reference to ILL services and the large print rotating collection. A raise for Jack Sheehan was also presented. Jim is willing to give up the money that is paid to him in lieu of health insurance (a savings of \$3,600). A motion to give Jack a 3% raise was made by Priester and supported by Haight. Roll call: Haight, Bronkema, and Priester--yes. Leedy and Dewey--no.

**Finance Committee Report:** None

**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. State Aid checks are being received by member libraries. Channel 9&10 will be promoting summer reading programming on their Helping Hands public service spots. MMLL co-sponsored a webinar on cataloging basics. The eReader workshops presented at TADL were well attended. Library of Michigan is preparing a new LSTA 5 Year Plan. MCLS wants to work closer with the Coops, and a committee has been formed. Jim is on this committee. The Small

and Rural Libraries Conference on May 2-4 was a big success with over 400 attendees. Helen Dewey presented the Board with a handout “Five Leadership Roles for Library Trustees” she received at the conference. Dewey also mentioned that member libraries would like the MMLL list serv to repost about free webinars from WebJunction, Mich-Lib, and other sources. Helen suggested a new subject heading such as “Free Webinar Alert,” not just a forwarding of the message.

Advisory Council met in Elk Rapids on May 10<sup>th</sup>. Miriam Andrus is the Interim Director at Big Rapids Library and Bradley Chapin is the new Director at Kalkaska County Library. E-Rate training will be June 12<sup>th</sup>. Freegal, a free music database, will be at the August Advisory meeting.

**Unfinished Business:** The revenue lost to libraries by the elimination of part of the Personnel Property Tax has not yet been replaced from other sources.

No one besides Chuck Haemker has stepped up to be on the Training Committee recommended as part of the implementation of the board strategic planning.

**New Business:** With the same terms and rent as last year, the extension of the current lease was discussed. Motion by Dewey/Priester to extend the lease. Motion was unanimously carried.

RIDES Delivery Service has gone up in price to \$1,375.00 a year for 2 day delivery.

Jim presented the Board with a spreadsheet of ILL usage/cost. ILL costs per year equal \$43,978.00, with an average cost of \$3.18 per ILL request. The amount of ILL requests are going down, as MeLCat is being utilized more. The Board agreed that we need to re-evaluate ILL guidelines at the next meeting.

**Trustee Comments:** Helen Dewey’s last meeting will be in September. She is willing to act as a filter for the MMLL’s MIRS subscription. This will be put on the agenda for the August meeting. The Merit system was mentioned by Mary Edens. Kalkaska Library has been pleased with it. Lisa Leedy shared that Connect Michigan provides high speed Internet to communities.

**Adjournment:** Dewey moved we adjourn, supported by Leedy at 11:45am.

Tiffany Haight, Secretary of the Board