

**Mid-Michigan Library League Board of Trustees
Minutes of Thursday March 21, 2013 Meeting**

Present: Mary Edens, Tiffany Haight, Dale Priester, Lisa Leedy, Jeanette Fleury, Donna Bronkema, David Robinson, Elsie Connor, and Director James Lawrence

Absent (excused): Gay Budinger

Advisory Council members were present at the MMLL Board Meeting, as well as Trina Edwards, from Dennis, Gartland and Niergarth, CPAs.

Call to Order: With a quorum present, the meeting was called to order at 11:48am by Chairman Mary Edens.

Roll Call: Eight Board Members and the Director present.

Acceptance of Minutes: The minutes of the January 24, 2013 meeting were accepted (motion by Robinson/Connor) with the following revisions: Under Board Comments: Mary Edens reported on an article in the Record Eagle that referenced the commissioners' vote to put a new Library millage on the ballot. It was also noted that those who were absent for the Board meeting were not included in the minutes. Motion was unanimously carried.

Public Participation and Communications: Jim mentioned the April 18 Book Repair Workshop which will be held at the Cadillac Library. Metta Lansdale (TADL) requests that Library Directors have access to MMLL Board Policies.

Approval of Agenda: Accepted

Financial Reports and Approval of Bills: Priester moved to accept the January/February Purchases Journals. Supported by Leedy. Motion was unanimously carried.

Personnel Committee Report: The Committee will meet after the Board meeting.

Finance Committee Report: Nothing to report at this time.

Communications Committee Report: The Committee met to discuss how to market what MMLL offers. Edens and Leedy recommended the website be refreshed. The Committee would like to have an intern from Baker College keep content current. There was also discussion about a Facebook page.

Ad Hoc for Plan of Service Committee: Nothing to report at this time.

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.

Unfinished Business:

State Aid: Reports have been filed for the 2012-2013 reporting year. No budget cuts projected for the 2013-2014 reporting year.

OCLC Interlibrary Loan: A manual has been published and implementation will start next month.

New Business:

Audit: Trina Edwards presented the Audit for the fiscal year ending September 30, 2012 to the MMLL Board.

Budget Revision: Increasing line item for *Financial Services* (from \$7,850 to \$9,200) with money moving from the line item *Permanent Salaries* (from \$118,000 to \$117,500). Motion by Priester, supported by Robinson. Motion was unanimously carried. Jim Lawrence mentioned that the Board can approve budget amendments for totals instead of line items.

Trustee Comments:

Lisa Leedy asked for an update on using a different agency to do payroll. Jim presented the Board with information from Paychex, ADP, and Baird, Cotter & Bishop. Multiple board members said that Baird, Cotter & Bishop does a good job with the League's payroll.

Adjournment: Edens adjourned the meeting at 12:56pm. Motion by Leedy, supported by Priester.

Submitted by Tiffany Haight, Secretary of the Board