

**Mid-Michigan Library League Board of Trustees
Meeting Minutes
August 27, 2015**

Call to Order: With a quorum present the meeting was called to order by Chair Lisa Leedy at 10:07 a.m.

Roll Call and Introductions:

Present: Heather Bassett, Patti Colvin, Jeanette Fleury, Kim Frazho, Lisa Leedy, Nannette Miller, Dale Priestler, Eric Smith, Diane Eisenga (Advisory Council Chair), and Director Sheryl Mase.

Absent: Gay Budinger (excused)

Approval of Minutes: M/S Priestler/Smith to approve the minutes from the regular board meeting on May 21, 2015 and special board meetings on June 29, 2015 and July 7, 2015. Motion carried.

Public Participation and Communications: Bassett relayed comments from an interview candidate about the interview process, and inappropriately posting the minutes from July 7 on the website before candidates had been notified.

Approval of Agenda: M/S Frazho/Colvin to approve the agenda as presented. Motion carried.

Director's Report: Mase asked for help letting library staff know about the scholarship opportunity to work toward an MLS at Wayne State University. She will be attending the Advanced Director's Workshop in Lansing on September 18. She also reminded everyone about Short Takes for Trustees. Her other requests will be discussed later on the agenda.

Committee Reports:

Finance Committee: Recommendation to change accounting procedures, doing accounting and financial reports in house instead of using an accounting firm, and bidding out payroll services. Suggestion to hire the current contract bookkeeper as staff for four hours per week. Also recommending using Baird, Cotter & Bishop to do the audit this year.

M/S Frazho/Fleury to accept the Financial Reports for June and July and place them on file. Motion carried. No report was available for May.

M/S Bassett/Colvin to approve the Purchase Journals for May, June, and July. Roll call vote: Frazho – Yes, Priestler – Yes, Leedy – Yes, Fleury – Yes, Bassett – Yes, Miller – Yes, Smith – Yes, Colvin – Yes.

The proposed 2015/2016 budget was presented for a first review. Mase did not apply for e-rate reimbursement this year.

Approved 09/17/15

Old Business: M/S Frazho/Colvin to approve the Plan of Service as amended. Motion carried.

M/S Colvin/Priester to approve the FOIA Policy and Procedures as amended. Mase will be FOIA Coordinator and Sheehan will be Alternate FOIA Coordinator. Motion carried.

New Business: M/S Priester/Fleury to accept a benefits package for FY 2015/2016 including medical, dental, vision, short-term disability, long-term disability, life and accidental death and dismemberment insurance as presented. Roll call vote: Frazho – Yes, Leedy – Yes, Priester – Yes, Smith – Yes, Fleury – Yes, Bassett – Yes, Colvin – Yes, Miller – Yes. Motion carried.

M/S Frazho/Colvin to exempt MMLL from the requirements of PA 152. Roll call vote: Colvin – Yes, Bassett – Yes, Fleury – Yes, Smith – Yes, Priester – Yes, Leedy – Yes, Frazho – Yes, Miller – Yes. Motion carried.

M/S Bassett/Priester to pay Mase four days of extra vacation time above the ten days that will be available after six months per policy. Roll call vote: Colvin – Yes, Bassett – Yes, Fleury – Yes, Smith – Yes, Priester – Yes, Leedy – Yes, Frazho – Yes, Miller – Yes. Motion carried.

M/S Fleury/Frazho to adopt the MERS Resolution presented to adopt the provisions of Act No. 88, Public Acts of 1961, as amended, and become a reciprocal unit under the Reciprocal Retirement Act; and to file a certified copy of said Resolution within ten (10) days from the date of this election. Motion carried.

Leedy will meet with Sheehan to discuss his salary and benefits.

Adjournment: M/S Frazho/Bassett to adjourn the meeting at 12:45 p.m. The next regular meeting of the MMLL Board of Trustees will be held on September 17, 2015 at 10:00 a.m.

Respectfully submitted,

Nannette Miller
Secretary