

Mid-Michigan Library League Board of Trustees
Meeting Minutes
September 17, 2015

Call to Order: With a quorum present the meeting was called to order by Chair Lisa Leedy at 10:12 a.m.

Roll Call and Introductions: Present: Heather Bassett, Jeanette Fleury, Kim Frazho, Lisa Leedy, Nannette Miller, Dale Priester, Eric Smith, Diane Eisenga (Advisory Council Chair), and Director Sheryl Mase. **Absent:** Gay Budinger and Patti Colvin (excused).

Public Participation and Communications: George Galic from the Traverse Area District Library talked about their upcoming millage renewal.

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

Approval of Minutes: M/S Priester/Smith to approve the minutes of the regular board meeting held on August 27, 2015. Motion carried.

Financial Report: M/S Frazho/Smith to accept the financial reports for May and August and place them on file. Motion carried. M/S Smith/Frazho to approve the Purchase Journal for August. Roll call vote: Leedy – Yes, Priester – Yes, Fleury – Yes, Miller – Yes, Smith – Yes, Bassett – Yes, Frazho – Yes.

Director's Report: Reminder about workshops offered on September 30 at TADL and October 1 in Cadillac. Cleaning out the office continues. Large print collection rotation has ended and Mase is trying to distribute the remaining 11 sets of books, plus 700+ loose books. Discussion about bringing non-MeLCat libraries into MeLCat. Discussion about e-rate.

Committee Reports: Finance Committee: M/S Fleury/Priester to approve the FY 2014-2015 budget adjustments. Roll call vote: Priester – Yes, Miller – Yes, Fleury – Yes, Smith – Yes, Bassett – Yes, Frazho – Yes, Leedy – Yes. Motion carried. M/S Frazho/Priester to approve the FY 2015-2016 budget as presented. Mase addressed questions about some line items and the \$5,000 subsidy program. An Ad Hoc Committee is needed to develop guidelines. Motion carried. **Personnel Committee:** Leedy and Mase talked with MMLL employee Jack Sheehan about his benefits package, and changes in the Personnel Policy.

1. M/S Priester/Smith to pay Sheehan for vacation, floating holiday, and all but 40 hours of sick time that has accrued to September 30, 2015, as calculated by Baird, Cotter, & Bishop. Roll call vote: Fleury – Yes, Smith – Yes, Bassett – Yes, Frazho – Yes, Leedy – Yes, Priester – Yes, Miller – Yes. Motion carried. DRAFT

2. M/S Miller/Fleury to authorize the Director to offer Sheehan up to \$1.09 per hour pay increase to offset the elimination of spousal coverage in the insurance plan. Roll call vote: Miller – Yes, Fleury – Yes, Smith – Yes, Bassett – Yes, Frazho – Yes, Leedy – Yes, Priester – Yes. This would be in addition to any regular increase Mase may give based on the annual evaluation. Motion carried.

3. M/S Priester/Frazho to amend the Personnel Policy – Vacation, Section 2.2 to add a category under Non-Exempt Employees stating that 15+ years of service will receive 20 paid vacation days. Motion carried.

Old Business: None.

New Business: M/S Miller/Bassett to approve the FY 2015-2016 meeting schedule as amended. Discussion about rotating locations and a consensus was reached to set location as we go. Motion carried.

Nominations for Board Officers for FY 2015-2016: Chair Budinger Vice Chair Colvin Treasurer Fleury Secretary Miller M/S Bassett/Smith to approve the slate of officers as presented for FY 2015-2016. Motion carried.

Advisory Council Comments: Bradley Chaplin will be Advisory Council Chair for the next FY. Recommendation to start Advisory Council meetings at 10:00 and Board meetings at 10:30, and rearrange the agenda so Advisory Council comments come before approval of the agenda.

Board Comments: An Ad Hoc Committee was formed to develop guidelines for the \$5,000 subsidy program, consisting of Bassett, Chaplin, Frazho, and Smith. Questions were raised about Sheehan's job description.

Adjournment: M/S Frazho/Priester to adjourn the meeting at 12:30 p.m. Motion carried. The next regular meeting of the MMLL Board of Trustees will be held on November 19, 2015 at 10:30 a.m.

Respectfully submitted,

Nannette Miller Secretary