

**WHITE PINE LIBRARY COOPERATIVE
BOARD MINUTES**

January 11, 2006

A regular meeting of the White Pine Library Cooperative Board was held on January 11, 2006 at the White Pine Library Cooperative Headquarters.

Present and voting: John Sheridan, Jeanette Morrish, Beverly Dear, Gail Nartker, Jill Fox and Lise Mitchell.

Also present: Stephanie Olson, Mimi Herrington, Bryon Stiler, Karen Puszykowski, Jane Piersall, and Ron Rachwitz and Dave Quinby from Weinlander Fitzhugh.

Absent: Erin Schmandt, Kate Van Auken and Dan Stock.

1. **Introductions:** Members introduced themselves for the benefit of the auditors.
2. **Agenda:** Bryon Stiler asked that Banking Institutions be added under Old Business and CMU Associate Membership added under New Business.
3. **Auditor's Report:** Ron Rachwitz from Weinlander Fitzhugh reported that:

White Pine had received a clean audit for the fiscal year ending September 30, 2005.

The audit firm recommended that pay checks written to the director be signed by a board member and that the board continues to review monthly expenditure reports.

Lise Mitchell moved to accept the audit for the fiscal year 2004-2005. John Sheridan seconded the motion. Motion carried.

The board reviewed payroll/check signing procedures. Lise Mitchell moved that 2 signatures be required on payroll checks effective immediately. John Sheridan seconded the motion. Motion carried. The second signature on all checks is the Treasurer's signature stamp.

4. **Minutes:** ***John Sheridan moved to approve the December 14, 2005 minutes as submitted. Beverly Dear seconded the motion. Motion carried.***
5. **Treasurer's Report:** The board reviewed the financial reports for December 2005. ***Lise Mitchell moved to ratify the bills for December 2005. John Sheridan seconded the motion. Motion carried.***

6. **Director's Report:** Bryon reported that:

He had met with representatives from three banking institutions (TCF, Independent and Citizens). He recommended that the Cooperative continue banking with Citizen's. Citizens offered the highest interest rate at 4.7%.

Additional funds can be used to purchase a CD at another bank.

7. **Long Range Plan:** The Board reviewed the draft Long Range Plan. Bryon reported that specific benchmarks had been added.

Gail Nartker moved to approve the Long Range Plan (without the Tech Plan) and send it out to membership for their approval. Jeanette Morrish seconded the motion. Motion carried.

Bryon will check to see if the LRP needs to be filed at the Library of Michigan.

8. **Investment Policy:** The board reviewed the proposed Investment Policy. *Lise Mitchell moved to approve the Investment Policy. Jeanette Morrish seconded the motion. Motion carried.*

John Sheridan asked that Bryon check to make sure PA 20 was still applicable.

Beverly Dear voiced concern that all of White Pine's funds were in one bank. She recommended that a separate CD of \$100,000 be purchased at a separate bank.

Beverly Dear moved that White Pine purchase a second CD of \$100,000.00 at a separate bank with the director choosing the bank. Gail Nartker seconded the motion. Motion carried.

9. **Associate Member:** Bryon reported that the Parks Library at Central Michigan University had contacted him about becoming an associate member.

Associate members are able to receive negotiated discounts, attend workshops at member rates and purchase other services at a cost.

Gail Nartker moved to approve the Parks Library as an Associate Member. Jeanette Morrish seconded the motion. Motion carried.

10. Other:

John Sheridan reported that the St. Charles District Library was going for a Library Use Millage on February 28th. They are planning on building a new building if the millage passes. They will be the only item on the ballot.

11. Adjournment: The meeting adjourned at 3:10 pm.