

**WHITE PINE LIBRARY COOPERATIVE
BOARD MEETING**

Minutes, October 4, 2006

A regular meeting of the White Pine Library Cooperative Board was held on October 4, 2006 at the White Pine Library Cooperative Headquarters, 3210 Davenport, Saginaw, MI 48602.

Present and voting: Jill Fox, Beverly Dear, Jeanette Morrish, Tari Dusek, Mary Chasseur, Dan Stock and Bruce Guy.

Also present: Stephanie Olson, Bryon Sitler, Karen Puszykowski and Jane Piersall.

Absent: Erin Schmandt and Gail Nartker.

1. **Call to Order:** Board Chair, Jill Fox called the meeting to order at 1:30 pm.
2. **Agenda:** Board Chair Jill Fox asked that Seating of New Board Members, Election of Board Officers and the Director's Evaluation be moved to the top of the agenda.

Beverly Dear moved to approve the adjustments to the agenda. Jeanette Morrish seconded the motion. Motion carried.

3. **New Board Members:** Board Chair Jill Fox welcomed new board members Tari Dusek, Bruce Guy and Mary Chasseur.

4. Election of Board Officers:

Mary Chasseur nominated Jeanette Morrish as Chair. Bruce Guy seconded the motion. Motion carried.

Jill Fox nominated Beverly Dear as Vice-President. Mary Chasseur seconded the motion. Motion carried.

Jill Fox nominated Tari Dusek as Secretary/Treasurer. Mary Chasseur seconded the motion. Motion carried.

The above officers were elected unanimously.

5. **Director's Evaluation:** Jill Fox reported that she had met with Bryon before the board meeting to review his job evaluation. The board reviewed the director's evaluation. All felt that Bryon was doing an excellent job. The board discussed compensation and additional vacation time.

Beverly Dear moved to approve the director's evaluation. Dan Stock seconded the motion. Motion carried.

Beverly Dear moved that the director be given a wage adjustment of \$60,000.00 and an additional 5 days vacation effective October 1, 2006. Tari Dusek seconded the motion. Motion carried.

6. **Minutes:** Beverly Dear moved that the minutes from the August 9, 2006 board meeting be approved as submitted. Dan Stock seconded the motion. Motion carried.

7. **Treasurer's Report:** The board reviewed the financial reports for August and September 2006. Jane Piersall reported that the yearly audit was scheduled for November 1 and that approximately \$28,000.00 would be added to the fund balance.

Mary Chasseur moved to ratify the bills for August and September 2006. Beverly Dear seconded the motion. Motion carried.

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

- Wording pertaining to board membership and voting in the Bylaws and Plan of Service had been changed to allow for the addition of non-public libraries to sit on the board.
- Jane and Bryon had worked on the final budget for fy 2005-2006.
- White Pine's state aid report has been finished and turned in.
- Bryon attended a phone conference with the Library of Michigan to work on specifications for the computer bid for Gates Grant equipment. Libraries that have already purchased computers may get reimbursed by sending copies of their paid invoices to the Cooperative.
- Karen Puszykowski is working on the details for the Beginning Workshop series that will be held on Wednesdays from March 14, 2007 through April 18, 2007. The workshop series will be held at White Pine Library Cooperative Headquarters.

- Bryon met with Bob Blandin from Investor Protection Plus and the Library of Michigan concerning investor workshops. They will come to the January advisory council meeting to talk about their program. The workshops are free to any public library who is interested.
 - Beverly Dear taught a Publisher's workshop for member libraries on September 28th.
9. **Revised Budget:** The board reviewed the revised budget. Beverly Dear moved to approve the revised budget for 2005-2006. Tari Dusek seconded the motion. Motion carried.
 10. **Associate Members:** Dan Stock moved that two associate members be added to White Pine's board representation for a two year term as amended by the by-laws. Mary Chasseur seconded the motion. Motion carried.
 11. **Reciprocal MERS Form:** Bryon and the staff met with MERS to explore options for health insurance and a retirement program. Bryon asked that a reciprocal agreement form be signed which would allow White Pine to join as an organization at no charge.

Beverly Dear moved to approve the director signing the MERS reciprocal form. Dan Stock seconded the motion. Motion carried.

12. **Meeting Dates FY 2007:** Mary Chasseur moved that the board continue to meet monthly on the 2nd Wednesday of the month following the Advisory Council meeting. Tari Dusek seconded the motion. Motion carried.

The board is required to meet six times a year. Board meetings can be cancelled if there is no business to discuss or in the event of inclement weather.

13. **Banking Institutions:** Currently White Pine has a CD, checking account, payroll account and petty cash account with Citizen's Bank. White Pine also has a CD with Independent Bank. Mary Chasseur moved to approve the current banking institutions. Beverly Dear seconded the motion. Motion carried.
14. **Associate Members:** Bryon reported that MidMichigan Hospital and Bay City Schools would like to rejoin as Associate members. Beverly Dear moved to accept both institutions as associate members. Tari Dusek seconded the motion. Motion carried.

15. **Adjournment:** The meeting adjourned at 2:55 pm.

Next meeting: The Advisory Council and Board will not meet in November, due to the Regional Meeting that will be held on November 8th at the Horizons Conference Center.