

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

October 15, 2008

- I. The regular monthly meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:05 p.m., October 15, 2008 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Peter Ruggirello.

A quorum was present, including the following: Robert Anderson; Barbara Brown; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Sharon Zielinski and ex-officio member Larry Neal.

Guests Deborah Bodner, James Koester and Juliane Morian were in attendance.

On a motion by Ms Pugh and seconded by Mrs. Silda the agenda was approved as amended.

Mr. Lotito joined the meeting at 6:07 p.m.

- II. Mr. Koester provided a comparison of the library's current money purchase and deferred compensation plans to alternatives offered through his agency. Since employees make their own investment selections and all plan fees are proportionately charged to the participants Mr. Neal will review the options with the staff and make a recommendation to the Board for any changes.

Mr. Koester left the meeting at 6:55 p.m.

Mrs. Bodner left the meeting at 7:08 p.m.

- III. **Approval of Minutes** – On a motion from Mrs. Silda and seconded by Mrs. Zielinski the public and closed session minutes of the September 17, 2008 meeting were approved as amended.

- IV. Mrs. Morian provided an overview of the process to recover overdue fines and unreturned materials as well as an update on accepting payments by credit cards. The report was received and filed.

Mrs. Morian left the meeting at 7:33 p.m.

- V. **Treasurer's Report** – Mrs. Brown reviewed a copy of the report with the Board. The report was received and filed.

- VI. **Approval of Monthly Bills** – On a motion from Mrs. Brown on behalf of the Finance and Audit Committee the September 2008 expenditures totaling \$234,013.72 in checks and \$525,644.47 in electronic payments were approved.

- VII. **Public Comment** – There were no members of the public present.

- VIII. **Communications** – The library’s legal counsel has been asked to review the follow-up memo from Clinton Township regarding the request for participation in the road improvement project. The communications report was received, reviewed and filed.
- IX. **Director’s Report** –The director’s report was received, reviewed and filed.
- X. **Committee Reports** –
- A. *Finance and Audit Committee* – Mr. Neal reviewed the new portion of the report which includes details of the Merrill Lynch investments. All investments are now fully FDIC insured with the exception of part of the checking/sweep account. On a motion by Mrs. Brown on behalf of the Finance and Audit Committee the changes to MGT-4 Investment policy were approved as presented.
- XI. **Other Business**
- A. *2009 Planning Calendar* – On a motion by Mr. Lotito and seconded by Ms Pugh the 2009 planning calendar was approved as amended.
- B. *Election of Nominating Committee* – Any trustee interested in service as an officer should notify Mr. Anderson. The committee will meet at 5 p.m. on November 19.
- C. *C.A.R.E. request for meeting room* – On a motion by Mrs. Brown and seconded by Ms Pugh C.A.R.E.’s request for a conference room beyond the standard policy provisions was approved. Mr. Anderson abstained.
- D. *Statement of concern regarding Duran, Duran* – Mr. Lotito and Mr. Neal will review the item.
- E. *Purchase or lease of real estate and director’s annual evaluation* – On a motion by Mr. Anderson and seconded by Mr. Lotito the Board entered into closed session at 8:40 p.m. on a unanimous roll call vote for the purpose of considering the purchase or lease of real property.
- On a motion by Ms Pugh and seconded by Mr. Gibson the Board returned to open session at 8:47 p.m.
- XII. **Adjournment** – On a motion by Mrs. Zielinski and seconded by Ms Pugh the meeting was adjourned at 8:48 p.m.