

K. McNeely called the regular meeting of the Menominee County Library Board to order at 11:01 AM on Tuesday, November 19, 2013.

Roll call was taken and present were M. Fagan, J. Freis, K. McNeely, and C. Peterson. J. Bejgrowicz was excused

J. Freis moved to approve the agenda. Seconded by C. Peterson, motion carried.

Public Participation: No public present.

C. Peterson moved to go into closed session per MCL 15.268, Section 8(a) to evaluate the library director. Seconded by M. Fagan. Roll call vote was taken with all members voting YES. The board entered closed session at 11:03 AM.

C. Peterson moved to end the closed session and resume the regular meeting. Seconded by J. Freis. Roll call vote was taken with all members voting YES. The regular meeting resumed at 11:17 AM.

C. Peterson moved to place the director's evaluation on file. Seconded by J. Freis. Roll call vote was taken with all members voting YES.

C. Peterson moved to approve the minutes from the October 15, 2013 meeting. Seconded by M. Fagan, motion carried.

J. Freis moved to approve the October financial reports. Seconded by M. Fagan, motion carried.

C. Peterson moved to pay the November bills. Seconded by J. Freis, motion carried.

Director's Report:

- A. The monthly circulation stat comparisons for October were in the board packets.
- B. The Friends of the Library met on Thursday, October 24 to finalize their plans for the November 3 holiday raffle at the Stephenson High School. The raffle was a great success.

The Friends purchased a new full-size refrigerator for the library and had Gambles Store deliver it on November 14. They are also paying for an AMSECO patron counter that will soon be installed by Twin City Electric, Inc.

The Friends next regular meeting will be held on Thursday, January 23 at 3:00 PM.

- C. C. Laurin and P. Cheski participated in additional MelCat report training on Friday, November 15. Shawn Andary from Superiorland Library Cooperative conducted the training via ReadyTalk.

- D. P. Cheski participated in the Automated Library Systems meeting via Ready-Talk on Thursday, November 14. Suzanne Dees will be seeking bids for five-year Internet service for our consortium. To facilitate this process, she is recommending that all libraries prepare a five-year technology plan effective July 1, 2014 through June 30, 2019. Although a technology plan is no longer required for E-rate funding, a plan should assist library directors in making technology purchase decisions in the next few years.

Old Business:

- A. USF Reimbursement for Telecommunications – Update – We received our check for telecommunication services in the amount of \$2,078.42 for the Funding Year from July 1, 2012 through June 30, 2013.

New Business:

- A. K. McNeely – Library Board Term Expires December 31, 2013. After discussion, J. Freis moved to send a letter to the County Board recommending the reappointment of Kathleen McNeely to the library board. Seconded by M. Fagan, motion carried.
- B. Employment Agreement – Renewal – After discussion, J. Freis moved to approve the Library Director's employee agreement effective November 3, 2013 through May 29, 2015. Seconded by M. Fagan. Roll Call vote was taken with all members voting YES.
- C. Copier Lease Agreement – After discussion, C. Peterson moved to enter a five-year lease agreement with Cooper Office Equipment. Seconded by M. Fagan, motion carried.
- D. MiLibraryCard Program – Replacement for Michicard Program – After discussion, J. Freis moved to join the MiLibraryCard Program as of January 1, 2014. Seconded by C. Peterson, motion carried.
- E. Michigan Energy Rebates – The board directed P. Cheski to apply for energy rebates for recent library purchases.

Other Board Concerns: There were no library board concerns at this time.

Public Participation: No public present.

As there was no further business, C. Peterson moved to adjourn the meeting. Seconded by M. Fagan, motion carried. The meeting adjourned at 11:43 AM.