



# The Library Network

## Libraries Working Together

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### THE LIBRARY NETWORK BOARD PROCEEDINGS February 16, 2017

The regular meeting of The Library Network (TLN) Board was held on Thursday, February 16, at The Library Network Office, in Novi.

Board Members present: Mark Wollenweber, Chair; Lois VanStipdonk, Vice-Chair; Stephen Harper, Treasurer; Reginald Williams, Secretary; Rita VanBrandeghen, Ryan Clark, and Victor Cardenas. A quorum.

Board Members Absent & Excused: Kim Potter, and Arthur Woodford.

Additional attendees: Jim Pletz; TLN Director; Rick Rosekrans, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 10:34 a.m.

#### 1. **Call to audience**

Introduction of Guests – None

Public Comment – None

2. **The Agenda.** Motion by Williams, supported by VanBrandeghen, to approve the Agenda as presented. Motion carried unanimously.

3. **Approval of the Minutes.** Motion by VanStipdonk, supported by VanBrandeghen, to approve the minutes of the November 17, 2016 meeting of the Board as presented. Motion carried unanimously.

#### 4 **Communications & Announcements –**

A letter of appreciation for TLN employee Mike Vela was reviewed. The Board commended Mr. Vela for a job well done. Letter received and filed.

**5. New Business –**

Motion by VanStipdonk, supported by VanBrandeghen, to approve the 2017 TLN Board Meeting Calendar. Motion carried unanimously.

Motion by Cardenas, supported by Clark to approve The Library Network’s Commercial Insurance policy with Harleysville Insurance Company, not to exceed \$19,000., and to approve the Workers’ Compensation Policy with the Accident Fund for \$18,306.00, for the period covering February 17, 2017 through February 17, 2018. Motion carried unanimously.

Motion by VanStipdonk, supported by Williams, to approve the contract and addendum letter for library downloadable and streaming materials, for the TLN group of 49 libraries known as Download Destination, for the period June 18, 2017 through June 17, 2020 with OverDrive, Inc., One OverDrive Way, Cleveland, OH 44125. All costs are pass thru. Motion carried unanimously.

**6. Reports**

**Shared Automation System Users’ Group** – VanBrandeghen discussed the ILS (Integrated Library System) vendor demos taking place, February 15–16. The Company presenting the demo is TLC/CARL. This company has been in business for 43 years. Their presentation was very informative. CARL deals with large systems, as well as schools. They do very well with their staff retention. They have an amazing Children’s catalog. Their Children’s catalog tries to engage children in literacy at a very young age.

There are two more ILS Demos scheduled, Innovative/Polaris’ demo is February 22–23, and SirsiDynix’s demo is February 27-28. All the demos are taking place at the Redford Township District Library.

**Steering Committee** – The next meeting of the Steering Committee is March 3, at 10 a.m., at the Hamburg Township Library. Following this meeting, at 11 a.m., will be the Quarterly Membership meeting.

**Finance/Real Estate Committee** –Harper reported that there will be a Finance Committee meeting scheduled prior to the March Board meeting to review the 2015/16 financial audit.

**Human Resources Committee** –None

**Director’s Report** –In addition to the Director’s written report, Pletz reported that he attended the TLC/CARL demo and was impressed with their product.

The Library Network, along with the Mid-Eastern Michigan Library Cooperative, the Suburban Library Cooperative, and the Woodlands Library Cooperative sponsored a program at the Dexter District Library, November 21. The program featured Miguel A.

Figueroa, Director of the American Library Association Center for the Future of Libraries, as the speaker. This program was very well attended.

7. **Financial Reports** – Motion by Cardenas, supported by Harper, to receive and file the following reports. Motion carried unanimously.

- Executive Summary
- Aged Payables Open Items as of 1/31/17
- Check Register Detail from 11/01/16 – 11/30/16
- Check Register Detail from 12/01/16 – 12/31/16
- Check Register Detail from 1/01/17 – 1/31/17
- Aged Receivables Detail as of 1/31/17
- Summary of Revenue & Expenditures Compared to Budget:  
October 1, 2016 – January 31, 2017
- October 2016 – January 2017– Income Statement
- Unaudited Balance Sheet as of 1/31/17

8. **Old Business** - None

8. **Board Member Comments** – None

9. There being no further business to consider, without objection, the Chair adjourned the meeting at 11:45 a.m.

10. The next meeting of the Board will be held on:

**Thursday, March 16, 2017 – 10:30 am at  
The Royal Oak Public Library, Royal Oak**

Respectfully submitted,

Mark Wollenweber  
CHAIR

Reginald Williams  
SECRETARY