



The Library Network

Libraries Working Together

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THE LIBRARY NETWORK BOARD PROCEEDINGS March 16, 2017

The regular meeting of The Library Network (TLN) Board was held on Thursday, March 16, at the Royal Oak Public Library, in Royal Oak.

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

Board Members Absent & Excused: None

Additional attendees: Mary Karshner, Director, Royal Oak Public Library; Joseph Brandenburg, C.P.A., Buss & Company, P.C.; Patty Braden, Steering Committee Chair; Jim Pletz; TLN Director; Celia Morse, SASUG Representative, Rick Rosekrans, Angie Michelini, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 10:35 a.m.

1. Call to audience

Introduction of Guests – Mary Karshner, Royal Oak Public Library Director, welcomed the Board to the library. Karshner reported that the library had a major renovation eleven years ago. Royal Oak is a community of 57,000 people, and they are a very active community. The library enjoys hosting many programs.

Wollenweber thanked Karshner for the warm welcome and for hosting this meeting.

Public Comment – None

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

3. **Approval of the Minutes.** Motion by Williams, supported by Cardenas, to approve the minutes of the February 16, 2017 meeting of the Board as presented. Motion carried unanimously.

4 **Communications & Announcements** – None

Harper joined the meeting at this time, 10:40 a.m.

5. **New Business –**

Motion by VanBrandeghen, supported by Cardenas, to approve the purchase of 19 Brocade ICX7250-24 switches in the amount not to exceed \$18,000.00, from Vology, Inc., 402 Tampa Road, Suite 3900, Oldsmar, FL 34677. Motion carried unanimously.

6. **Reports**

Clark joined the meeting at this time, 10:42 a.m.

Shared Automation System Users' Group – Morse reported that the three ILS (Integrated Library System) Vendor demos have taken place. Attendance at these demos was very good. The Redford District Library hosted the demos and did a fabulous job. Jim Pletz ordered donuts and the lunches, and Vince Nash (TLN Delivery Manager) provided the meeting essentials.

The ILS Committee met on March 10 to review the ILS products.

The next step in the process is for key ILS Committee members to visit sites, similar in size of TLN, that currently have the Innovative/Polaris and TLC/CARL products. The third ILS demo was SirsiDynix which TLN currently has in place.

Steering Committee – Braden reported that the Steering Committee met on March 3, prior to the Quarterly Membership meeting. The Committee named a new Secretary, Rachel Lee of Flat Rock Public Library, and a Co-Secretary, Joyce Farkas of the Southgate Veterans Memorial Library.

The Committee discussed updating the Committee's Bylaws.

Braden reported that the keynote speaker for the July 14 Membership Picnic will be Randy Riley, State Librarian of Michigan.

Donna Sherill has been named Director of the Leanna Hicks Public Library of Inkster.

The next Steering Committee meeting will be May 5 at the Southgate Veterans Memorial Library.

Finance/Real Estate Committee –Harper reported that the Committee met on March 6 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 all three ILS demos.

Pletz reported that there are two new library directors within the cooperative. They are, as mentioned earlier, Donna Sherill, Leanna Hicks Public Library of Inkster; and Lisa Valerio-Nowc, Royal Oak Township Library.

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

- Executive Summary
- Aged Payables Open Items as of 2/28/17
- Check Register Detail from 2/01/17 – 2/28/17
- Aged Receivables Detail as of 2/28/17
- Summary of Revenue & Expenditures Compared to Budget:
October 1, 2016 – February 28, 2017
- October 2016 – February 2017– Income Statement
- Unaudited Balance Sheet as of 2/28/17

8. **Old Business** – None

9. **Presentation of the 2015/16 Audit** - TLN's annual financial report for the year ended September 30, 2016 was reviewed and discussed by Joseph Bradenburg, representative of Buss & Company, P.C., the CPA firm engaged by TLN to audit the report and assist in its preparation.

TLN received an unmodified audit opinion, this is the highest level of assurance an auditor can provide. The auditors were aware of no material deviations from generally accepted accounting practices in the financial statements.

Motion by Harper, supported by VanStipdonk, to receive and file the 2015/16 financial audit. Motion carried unanimously.

10. **Board Member Comments** – Woodford thanked Karshner for hosting this meeting. Karshner reported that she appreciates and uses the Coop's services, such as delivery, E-Rate reimbursement, and the Shared System.

11. There being no further business to consider, without objection, the Chair adjourned the meeting at 12:10 p.m.

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

**Thursday, April 20, 2017 – 10:30 am at
The Waterford Township Public Library, Waterford**

Respectfully submitted,

Mark Wollenweber
CHAIR

Reginald Williams
SECRETARY