



The Library Network

Libraries Working Together

41365 Vincent Court, Novi, MI 48375
Phone: (248) 536-3100 Fax: (248) 536-3098
Online: <http://tln.lib.mi.us>

THE LIBRARY NETWORK BOARD PROCEEDINGS April 20, 2017

The regular meeting of The Library Network (TLN) Board was held on Thursday, April 20, at the Waterford Township Public Library, in Waterford.

Board Members present: Lois VanStipdonk, Acting Chair; Stephen Harper, Treasurer; Reginald Williams, Secretary; Rita VanBrandeghen, and Kim Potter. A quorum.

Board Members Absent & Excused: Mark Wollenweber, Arthur Woodford, Victor Cardenas, and Ryan Clark.

Additional attendees: Michael McCafferty, Steering Committee Representative; Celia Morse, SASUG Representative; Jim Pletz; TLN Director; Rick Rosekrans, Angie Michelini, 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 VanBrandeghen, supported by Williams, to approve the Agenda as presented. Motion carried unanimously.

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

4 **Communications & Announcements –**

Recognition of TLN staff member Brigette Felix for receiving a LSTA Collaborative Library Services Grant for the MAP program. The Board was very appreciative of Ms. Felix's work with the Map Program and with obtaining this grant.

The results of TLN's Security Assessment were discussed. Motion by Potter, supported by VanBrandeghen to receive and file the report. Motion carried unanimously.

5. New Business –

Motion by Williams, supported by Harper, to approve the TLN Email Etiquette Policy, as presented. Motion carried unanimously.

Motion by Harper, supported by VanBrandeghen, to approve the updated TLN Internet Policy, as presented. Motion carried unanimously.

6. Reports

Shared Automation System Users' Group – Morse reported that the catalog on TLN's Shared System will be updating to an https method of communication on April 26.

The ILS (Integrated Library System) Committee met on April 10 after the completion of Library visits. Key staff members visited two library systems similar in size and functionality to TLN's system. The staff visited Monroe County Library in Rochester, New York which has the TLC/CARL ILS systems, and the Finger Lakes Library System in Ithaca, New York which has the Innovative/Polaris system.

Seeing both systems in operation was very useful to the Committee members.

The next step in the process is a meeting with the Shared System Libraries to vote on which ILS system to recommend to the Board for approval to begin contract negotiations for the new ILS system.

Steering Committee – McCafferty reported that the Steering Committee will meet on May 5, at the Southgate Veterans Memorial Library in Southgate. The Committee plans to discuss updating the Steering Committee By-laws.

The annual membership picnic will be July 14 at Heritage Park in Farmington Hills.

Finance/Real Estate Committee –None

Human Resources Committee –None

Director's Report –In addition to the Director's written report, Pletz distributed information regarding ongoing issues within the Westland Library that have been reported in the news, as well as on Michlib-L. Pletz reported that the Library of Michigan has limited ability to interfere with difficulties occurring within libraries in Michigan.

Pletz reported that the State can withhold state funding if the library isn't operating within the state certification levels.

Pletz reported that he will be attending the American Library Association's conference in June, in Chicago.

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

- Executive Summary
- Aged Payables Open Items as of 3/31/17
- Check Register Detail from 3/01/17 – 3/31/17
- Aged Receivables Detail as of 3/31/17
- Summary of Revenue & Expenditures Compared to Budget:
October 1, 2016 – March 31, 2017
- October 2016 – March 2017– Income Statement
- Unaudited Balance Sheet as of 3/31/17

8. **Old Business** – None

9. **Board Member Comments** – None

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

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

**Thursday, May 18, 2017 – 10:30 am at
The Grosse Pointe Public Library – Central Main**

Respectfully submitted,

Lois VanStipdonk
ACTING CHAIR

Reginald Williams
SECRETARY