



# 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 July 20, 2017

The regular meeting of The Library Network (TLN) Board was held on Thursday, July 20, at The Library Network office in Novi.

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

Board Members Absent & Excused: Victor Cardenas, Kim Potter, Arthur Woodford, and Reginald Williams.

Additional attendees: Paul McCann, SASUG Representatives; Patty Braden, Steering Committee Chair; Jim Pletz; TLN Director; Rick Rosekrans, Anne Neville, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 10:56 a.m.

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

Introduction of Guests – None

Public Comment – None

2. **The Agenda.** Motion by Harper, supported by VanBrandeghen, to approve the Agenda as presented. Motion carried unanimously.
3. **Approval of the Minutes.** Motion by VanBrandeghen, supported by Clark, to approve the minutes of the June 15, 2017 meeting of the Board as presented. Motion carried unanimously.

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

Letter from Gleaners thanking the TLN Membership and Staff for participating in the 2017 Food for Fines/Food for Thought campaign. It was a successful campaign with over 13,875 pounds of food collected.

Letter from the Novi Fire Department regarding the Bi-Annual building inspection. No violations were noted on their inspection of TLN premises on June 30, 2017.

**5. New Business –**

Motion by VanStipdonk, supported by Clark, to authorize the TLN Director to sign a 36 month lease with Pitney Bowes for their DM300C digital mailing system at \$148.18 per month. Lease valid September 30, 2017 – September 30, 2020.

Motion by VanStipdonk, supported by VanBrandeghen, to authorize the TLN Board Chair and the TLN Director to execute a seven year contract with the Carl Corporation, a wholly owned subsidiary of The Library Corporation, as the vendor of a new integrated library system. Motion carried unanimously.

**6. Reports**

**Shared Automation System Users’ Group** – McCann reported that the Executive Committee reviewed the 2018 TLN budget and the committee voted to use \$51,000. of deferred revenue to lower costs for the shared system members.

The Brandon Township library is leaving the Shared System on September 30, 2017.

**Steering Committee** – Braden reported that the Membership Picnic was held on July 14. Randy Riley, State Librarian, was the keynote speaker. The picnic was held at the Heritage Park in Farmington.

The 2018 Steering Committee Chair is Garrett Hungerford, Director of the Redford Township District Library, the Vice-Chair is Lori Coryell, Director of the Chelsea District Library.

Dave Ewick, Director of the Southfield Public Library, and Alyson Lobert, Director of the Walled Lake City Library, will be joining the Steering Committee.

**Finance/Real Estate Committee** –None

**Human Resources Committee** –None

**Director’s Report** –In addition to the Director’s written report, Pletz reported that he is working with the City of Westland to identify candidates for the currently vacant Library Board at the city’s Library. Fourteen people submitted letters of interest for a position on the Board, eight candidates were chosen for further consideration for the five member Board.

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

- Executive Summary
- Aged Payables Open Items as of 6/30/17
- Check Register Detail from 6/01/17 – 6/30/17
- Aged Receivables Detail as of 6/30/17
- Summary of Revenue & Expenditures Compared to Budget:  
October 1, 2016 – June 30, 2017
- October 2016 – June 2017– Income Statement
- Unaudited Balance Sheet as of 6/30/17

8. **Old Business** – None

9. **Board Member Comments** – The August 17, 2017 TLN Board meeting has been cancelled.

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

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

**Thursday, September 21, 2017 – 10:30 am at  
The Library Network Office - Novi**

Respectfully submitted,

Mark Wollenweber  
CHAIR

Reginald Williams  
SECRETARY