



# 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 September 21, 2017

The regular meeting of The Library Network (TLN) Board was held on Thursday, September 21, at The Library Network office in Novi.

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

Board Members Absent & Excused: Reginald Williams.

Additional attendees: Celia Morse, SASUG Representative; Jim Pletz; TLN Director; Rick Rosekrans, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 10:36 a.m.

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

Introduction of Guests – None

Public Comment – None

2. **A Public Hearing** - A Public Hearing for the 2017-18 Budget was held at 10:37 a.m., discussion of the budget was held and receiving no comments from the audience, the Public Hearing closed at 10:47 a.m. Steven Harper arrived at 10:42 a.m.
3. **The Agenda.** Motion by Clark, supported by VanBrandeghen, to approve the Agenda as presented. Motion carried unanimously.
4. **Approval of the Minutes.** Motion by VanStipdonk, supported by Cardenas, to approve the minutes of the July 20, 2017 meeting of the Board as presented. Motion carried unanimously.
5. **Communications & Announcements –**

Letter from Westland's Mayor William Wild was discussed. The letter detailed Mayor Wild's appreciation for Pletz's involvement in helping to identify a new library board for the William Faust Public Library in Westland.

**6 New Business –**

Motion by Harper, supported by VanStipdonk, to approve the adoption amendment to the TLN Budget and Appropriations for Fiscal Year ending September 30, 2017. Motion carried unanimously.

Motion by Cardenas, supported by Harper to approve adoption of the TLN Budget and Appropriations for the Fiscal Year ending September 30, 2018. Motion carried unanimously.

**7. Reports**

**Shared Automation System Users’ Group** – Morse reported that the Brandon Township Library started their independent library system, Biblionix. They are now a stand-alone library and are no longer part of TLN’s Shared System Libraries.

Morse reported that there are currently 50 libraries in TLN’s Shared System. The migration kick-off is scheduled for the middle of November. TLN will continue to use our current agency codes to begin testing data for the migration to the new system anticipated to be Memorial Day weekend 2018. Libraries will go live with CARL on the Tuesday following Memorial Day.

**Steering Committee** – Pletz reported the addition of the Wixom Public Library to the Steering Committee. Joyce Farkas, from the Southgate Veterans Memorial Library, has withdrawn from the Steering Committee as she is preparing to retire. Pletz reported that he is working on developing continuing education curriculum for librarians.

**Nominating Committee** - Wollenweber appointed Woodford, Clark, and Cardenas to the Board Officers Nominating Committee. They will compile a list of officers to hold positions within the TLN Board. The election of officers will take place at the October 19 TLN Board meeting.

**Finance/Real Estate Committee** –Committee met August 7 to review and discuss the proposed 2016/17 budget revisions, and the proposed 2017/18 budget.

**Human Resources Committee** –None

**Director’s Report** –Wollenweber reported that Pletz has been selected, by Wayne State University’s School of Information Services, as a 2017 Shining Star.

Pletz presented Certificates of Recognition to three Board members whose terms end effective 9-30-17. Certificates were presented to:

Lois VanStipdonk for her service to the Board representing Class VI libraries. VanStipdonk has been reelected to a three-year term.

Rita VanBrandeghen for her service to the Board representing Shared System libraries. VanBrandeghen has been reelected to a three-year term.

Ryan Clark for his service to the Board representing Class I, II, and III libraries. Clark has been reelected to a three-year term.

8. **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 8/31/17
- Check Register Detail from 7/01/17 – 7/31/17
- Check Register Detail from 8/01/17 – 8/31/17
- Aged Receivables Detail as of 8/31/17
- Summary of Revenue & Expenditures Compared to Budget:  
October 1, 2016 – August 31, 2017
- October 2016 – August 2017– Income Statement
- Unaudited Balance Sheet as of 8/31/17

9. **Old Business** – None

10. **Board Member Comments** – None

11. There being no further business to consider, without objection, the Chair adjourned the meeting at 11:41 a.m.

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

**Thursday, October 19, 2017 – 10:30 am at  
Commerce Township Library, Commerce Township**

Respectfully submitted,

Mark Wollenweber  
CHAIR

Reginald Williams  
SECRETARY