



The Library Network

Libraries Working Together

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THE LIBRARY NETWORK BOARD PROCEEDINGS April 19, 2018

The regular meeting of The Library Network (TLN) Board was held on Thursday, April 19, at The Library Network office, in Novi.

Board Members present: Mark Wollenweber, Chair; Stephen Harper, Treasurer; Victor Cardenas, Secretary; Rita VanBrandeghen, and Art Woodford. A quorum.

Board Members Absent & Excused: Reginald Williams, Ryan Clark, Lois VanStipdonk, and Kim Potter.

Additional attendees: Garrett Hungerford, Steering Committee Representative; Celia Morse; Jim Pletz, TLN Director; Brigitte Felix, Rick Rosekrans, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 10:42 a.m.

1. **Call to audience**

Introduction of Guests – None

Public Comment – None

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

3 **Approval of the Minutes.** Motion by Cardenas, supported by VanBrandeghen, to approve the minutes of the March 15, 2018 meeting of the Board, as presented. Motion carried unanimously.

4. **Communications & Announcements** – The Board recognized TLN staff member Brigitte Felix for receiving a LSTA Collaborative Library Services Grant for the 2018 MAP program. The Board was very appreciative of Ms. Felix’s work with the Map Program and with obtaining this grant.

5. **New Business** –

Motion by Cardenas, supported by VanBrandeghen to approve the 39-month lease with Canon and Leader Business Equipment, 7885 Jackson Road, Ann Arbor, MI 48180, for a Kyocera Task alfa 5002i copier at \$195.00 per month with the service agreement of \$0.0065 per b/w image. Lease term is May 1, 2018 – July 31, 2021. Motion carried unanimously.

6. **Reports**

Executive Committee – Morse reported that the Executive Committee has not met since the last TLN Board meeting. The revised SAS billing formula was presented at the March 22 SASUG meeting and the revision was met with general approval. The User’s Group will vote on the adoption of this formula at their May 17 meeting. The highest circulating libraries are affected, by a cost increase, by the new formula.

Steering Committee – Hungerford reported that the Steering Committee last met on March 2.

The next meeting of the Steering Committee is scheduled for May 4.

Finance/Real Estate Committee –None

Human Resources Committee –None

Director’s Report – In addition to his written report, Pletz reported that he sent an invitation to everyone within the TLN Cooperative for the May 25, Michael Tyler honorary seminar, Keep Calm and Choose Civility, at the Novi Library. It is a full day of activities and is free to all those who attend, although registration is required.

TLN’s Shared System staff is moving successfully toward the system migration date of May 29.

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

- Executive Summary
- Aged Payables Open Items as of 3/31/18
- Check Register Detail from 3/1/18 – 3/31/18
- Aged Receivables Detail as of 3/31/18
- Summary of Revenue & Expenditures Compared to Budget:
October 1, 2017 – March 31, 2018
- October 2017 – March 2018 – Income Statement
- Unaudited Balance Sheet as of 3/31/18

8. **Old Business** – None

9. **Board Member Comments** – Woodford distributed information regarding a book called *Deliberate Injustice: The Wrongful Conviction of Ken Wyniemko*. It is a case that occurred in Michigan.

10. There being no further business to consider, without objection, the Chair adjourned the meeting at 11:24 a.m.

11. The next meeting of the Board will be held on:
**Thursday, May 17, 2018 – 10:30 am at
The Library Network Office, Novi**

Respectfully submitted,

Mark Wollenweber
CHAIR

Victor Cardenas
SECRETARY