



The Library Network

Libraries Working Together

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THE LIBRARY NETWORK BOARD PROCEEDINGS September 17, 2020 via RingCentral

The regular meeting of The Library Network (TLN) Board was held on Thursday, September 17.

Board Members present: Lois VanStipdonk, Acting-Chair; Victor Cardenas, Secretary; Rita VanBrandeghen, Joe Rozell, Art Woodford, and Debra Green. A quorum.

Board Members Absent & Excused: Mark Wollenweber, and Stephen Harper.

Additional attendees: Jenny Marr, Steering Committee Representative; Holly Teasdale (Lyon Township); Jim Pletzl, TLN Director; Celia Morse, Angie Michelini, Rick Rosekrans, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 10:31 a.m.

1. **Call to audience**

Introduction of Guests – The two final candidates for the TLN Director position are in attendance, Steven Bowers, and Cathleen Russ. Holly Teasdale introduced herself as the next Chair of the Steering Committee.

Public Comment – None

2. **The Agenda.** Motion by Woodford, supported by Cardenas, to approve the Agenda, as presented. VanStipdonk –aye; Cardenas – aye; Rozell – aye; Woodford – aye; Green – aye, VanBrandeghen – aye. Motion carried unanimously.
3. **A Public Hearing** – Motion by VanBrandeghen, supported by Cardenas, to open the public hearing of TLN's Fiscal year 2020/2021 Budget, at 10:33 a.m. VanStipdonk –aye; Cardenas – aye; Rozell – aye; Woodford – aye; Green – aye, VanBrandeghen – aye. Motion carried unanimously, public hearing is open. Discussion of the 2020/2021 Fiscal year budget was discussed, receiving no comments from the audience, motion by Woodford, supported by VanBrandeghen, to close the public hearing at 10:45 a.m. VanStipdonk –aye; Cardenas – aye; Rozell – aye; Woodford – aye; Green – aye, VanBrandeghen – aye. Motion carried unanimously, public hearing is closed
4. **Approval of the Minutes.** Motion by Green, supported by Cardenas, to approve the minutes of the August 20, 2020 meeting of the Board, as presented. VanStipdonk –aye; Cardenas – aye; Rozell – aye; Woodford – aye; Green – aye; VanBrandeghen, aye. Motion carried unanimously.

5. **Communications & Announcements** – None

6. **Director Search update** – A brief update was given concerning the TLN Director search, two final candidates to be interviewed by the Board on September 24.

7. **Generator Update** – Rosekrans reported that the generator will be put into place by the end of October 2020. Also, a fence will be installed around the generator.

8. **New Business-**

Motion by Cardenas, supported by VanBrandeghen, to approve the adoption amendment to the TLN Budget and Appropriations for Fiscal Year ending September 30, 2020. VanStipdonk – aye; Cardenas – aye; Rozell – aye; Woodford – aye; Green – aye; VanBrandeghen, aye. Motion carried unanimously.

Motion by Green, supported by Woodford, to approve adoption of the TLN Budget and Appropriations for the Fiscal Year ending September 30, 2021. VanStipdonk –aye; Cardenas – aye; Rozell – aye; Woodford – aye; Green – aye; VanBrandeghen, aye. Motion carried unanimously.

9. **Reports**

Nominating Committee - VanStipdonk appointed Woodford and VanBrandeghen 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 15 TLN Board meeting.

Steering Committee – Marr reported that there will be a Steering Committee meeting, and Membership meeting, via RingCentral, on Friday, October 2. Marr also reported that this is her last Board meeting as the Chair of the Steering Committee. Holly Teasdale, from the Lyon Township Library, is the incoming Chair of the Committee.

Executive Committee –McCann reported that the committee met on September 10. Libraries seem to be getting over the hump of Covid-19 and are starting to reopen.

Anne Neville will be sending out password change information for the Shared System by the end of September.

The committee discussed auto-renewal. There are currently telecom bids in the works.

The Inkster library will be reopening and accepting returns.

The Ecorse and River Rouge libraries are still closed and the staff is on furlough. Someone will be reaching out to the communities responsible for these libraries and reminding them of their long-term obligations to the shared system.

Finance/Real Estate Committee – Met on September 4 to discuss the 2019/20 FY Budget amendments, and the 2020/21 FY Budget.

Human Resources Committee – VanStipdonk thanked everyone who worked on the Director Search Committee. Through their commitment, two candidates will be brought forth to the Board for interviews.

10. **Director’s Report** – This is Pletzl’s last Board meeting, he is retiring effective October 1. Pletzl gave a short report of his out-going activities.

11. **Financial Reports** – Motion by Woodford, supported by Green, to receive and file the following reports. VanStipdonk –aye; Cardenas – aye; VanBrandeghen – aye; Rozell – aye; Woodford – aye; Green – aye, VanBrandeghen – aye. Motion carried unanimously.
 - Executive Summary
 - Aged Payables Open Items as of 8/31/2020
 - Check Register Detail from 8/01/2020 – 8/31/2020
 - Aged Receivables Detail as of 8/31/2020
 - Summary of Revenue & Expenditures Compared to Budget:
 - October 1, 2019 – August, 2020
 - October 2019 – August 2020 – Income Statement
 - Unaudited Balance Sheet as of 8/31/2020

12. **Old Business – None**

13. **Board Member Comments** – None

14. Motion by VanBrandeghen, supported by Cardenas, to adjourn the meeting at 11:28 a.m. VanStipdonk –aye; Cardenas – aye; VanBrandeghen – aye; Rozell – aye; Woodford – aye; Green – aye, VanBrandeghen – aye. Motion carried unanimously.

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

**Thursday, October 15, 2020 – 10:30 am
Via Zoom**

Respectfully submitted,

Lois VanStipdonk
ACTING-CHAIR

Victor Cardenas
SECRETARY