



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 15, 2021

The regular meeting of The Library Network (TLN) Board was held on Thursday, July 15, at The Library Network Office in Novi. Board Members present: Mark Wollenweber, Chair; Lois VanStipdonk, Vice Chair; Victor Cardenas, Treasurer; Rita VanBrandeghen, Secretary; Arthur M. Woodford; Debra Green; Charles Hanson; and Joyce Parker. A quorum.

Board Members Absent & Excused: Joe Rozell.

Additional attendees: Celia Morse, Executive Committee Representative; Steven Bowers, TLN Executive Director; Rick Rosekrans, and Judith Kozakowski, TLN

The Chair called the meeting to order at 12:22 p.m.

Motion by Green, supported by Cardenas, to appoint Joyce Parker to the TLN Board to complete the late Stephen Harper's Board term, through 9/30/2022, representing Class V libraries. Motion carried unanimously.

1. **Call to audience**

Introduction of Guest - None
Public Comment – None

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

3. **Approval of the Minutes.** Motion by VanStipdonk, supported by Cardenas, to approve the minutes of the June 17, 2021 meeting of the Board, as presented. Motion carried unanimously.

4. **Communications & Announcements –**

Morse provided a demonstration of the FRBR Catalog that is to be installed into the Shared System in September 2021.

Discussion among Board members in the development of potential goals and objectives for TLN. Discussed TLN's Vision, Mission, and Value statements and aligning these with future planning and development of objectives. Board to continue the conversation for development of goals and objectives, along with marketing, and supporting libraries.

5. **New Business-**

Motion by Parker, supported by VanStipdonk, to approve the proposal received by Epoxy Floors and Painting, 51129 Woodside Dr., Macomb, MI 48042, not to exceed \$20,000. Funds to come from fund balance. Motion carried unanimously.

Cardenas left the meeting at this time, 12:58 p.m.

6. **Reports**

Steering Committee – Bowers reported that the Steering Committee has been working on identifying goals and objectives for TLN.

The Committee is working on Equity, Diversity, and Inclusion projects.

Reviewing the Plan of Service for possible changes and updates.

Three new steering committee members will be joining the Committee on October 1, 2021. The term is one-year.

Executive Committee – Morse reported that the Committee is working on updating their By-laws.

The annual election for Executive Committee representation is upcoming; the Committee has two vacancies that will be filled by election.

The Committee is reviewing the TLN proposed 2021/22 Budget.

Lakeshore Park, in Novi, has a library kiosk in the park for residents to check out library materials. This service is available 24 hours a day. There will be a demo of this service at the July 23 Membership Picnic taking place at this park.

Finance/Real Estate Committee – A meeting to be scheduled in late August/early September to review the proposed 2021/22 budget, along with the proposed 2020/21 budget revisions.

Human Resources Committee – A meeting to be scheduled in late August/early September to discuss TLN Administration's compensation.

7. **Executive Director's Report** – In addition to his monthly report, Bowers reported that he is still meeting bi-weekly with directors via Zoom.

United Way of South-Eastern Michigan has a partnership with Connect Care for Kids to Assist parents with identifying childcare providers.

Another program from United Way is Project Literacy. This program offers literacy kits for parents of newborns. Typically, these kits are given in the hospital setting, but with Covid-19 United Way has been unable to distribute these kits. United Way has collaborated with TLN to distribute these kits to the member libraries. Libraries are permitted to market these materials any way they want. These kits are also available in Arabic language.

ARPA (American Rescue Plan Act) grant – State of Michigan to distribute \$4 million to state libraries; \$3 million of this is allotted for Cooperatives. Each Cooperative in Michigan is eligible to submit grant proposals. TLN has submitted a proposal for statewide small equipment purchase.

8. Financial Reports – Motion by VanStipdonk, supported by Green, to receive and file the following reports. Motion carried unanimously.

- Executive Summary
- Aged Payables Open Items as of 6/30/2021
- Check Register Detail from 6/01/2021 – 6/30/2021
- Aged Receivables Detail as of 6/30/2021
- Summary of Revenue & Expenditures Compared to Budget:
October 1, 2020 – June 30, 2021
- October 2020 – June 30, 2021 – Income Statement
- Unaudited Balance Sheet as of 6/30/2021

9. Old Business – None

10. Board Member Comment – Green suggested that next month’s Board meeting be held at Belleville’s new library.

11. Motion by Hanson, supported by VanBrandeghen, to adjourn the meeting at 1:36 p.m. Motion carried unanimously.

12. The next meeting of the Board will on:

**Thursday, August 19, 2021 – noon
The Belleville Area District Library, Belleville**

Respectfully submitted,

Mark Wollenweber
CHAIR

Rita VanBrandeghen
SECRETARY