

Draft

City of Taylor Library Board
Meeting Minutes
January 12, 2017

Call to order at 7:06 p.m.

Roll Call: Jason Couture, Diana Chavez, Sandy Thompson, Sheila Gorski-Schulte (at 7:10 p.m.), Dan Bzura was excused. Also present: Theresa Powers, Taylor Community Library Director and Vanessa Morris, Taylor Community Library Assistant Director and Braille and Talking Books Library.

Approval of Agenda: Motion by Couture, supported by Chavez, to approve the agenda with a correction to item 6q.—Item to read as follows: Motion to submit 2015-16 State Aid Reports with correction to the State of Michigan. Motion carried.

Resolution #01-01-17

Approval of Minutes: Motion by Chavez, supported by Thompson, to approve the October 13, 2016 regular meeting minutes. Motion carried.

Resolution #01-02-17

Motion by Couture, supported by Chavez, to approve the November 3, 2016 special meeting minutes. Motion carried.

Resolution #01-03-17

Library Director's Report

The Library Director's report included the following action items:

Action Items

Motion by Couture, to approve Library Director Personal Service Contract as amended. No support. Motion failed.

Resolution #01-04-17

Motion by Couture, supported by Chavez to go into a closed-door session at 7:20 p.m. Motion carried.

Resolution #01-05-17

Motion by Couture, supported by Chavez to end closed-door session at 7:27 p.m. Motion carried

Resolution #01-06-17

Motion by Couture, supported by Gorski-Schulte to approve Assistant Library Director Personal Service Contract as amended to end on June 30, 2018. Motion carried.
Resolution #01-07-17

Motion by Couture, supported by Chavez, to approve three Library Paraprofessionals and two Library Circulation Clerks to attend SirsiDynix Workflows Circulation training at The Library Network in Novi, Michigan on January 17, 2017, for an amount not to exceed \$70. Account #271-790-888-860-000. Motion carried.
Resolution #01-08-17

Motion by Couture, supported by Gorski-Schulte, to approve three Library Paraprofessionals to attend SirsiDynix Workflows Linking training at The Library Network in Novi, Michigan on January 25, 2017, for an amount not to exceed \$70. Account #271-790-888-860-000. Motion carried.
Resolution #01-09-17

Motion by Couture, supported by Gorski-Schulte, to approve Youth Services Manager to attend Spring Institute in Frankenmuth, Michigan, March 30-31, 2017, for an amount not to exceed \$511 plus out-of-pocket expenses which includes per diem or actual reimbursement of one meal subject to City of Taylor purchasing policies. Account #271-790-888-860-000. Motion carried.
Resolution #01-10-17

Motion by Couture, supported by Gorski-Schulte, to approve Assistant Director to attend Midlands Biannual Conference at the Ann Arbor District Library June 6-8, 2017, for an amount not to exceed \$213 plus out-of-pocket expenses. Account #271-790-540-860-000. Motion carried.
Resolution #01-11-17

Motion by Couture, supported by Gorski-Schulte, to approve Assistant Library Director to attend Community Collaboration: Mental Health First Aid April 28, 2017 at Bloomfield Township Public Library for an amount not to exceed \$127. Account #271-790-888-860-000. Motion carried.
Resolution #01-12-17

Motion by Couture, supported by Chavez, to approve Library Director to attend Hybrid Librarian Workshop May 19, 2017 at East Lansing Public Library for an amount not to exceed \$191. Account #271-790-888-860-000. Motion carried.
Resolution #01-13-17

Motion by Couture, supported by Chavez, to approve Library Commission Bylaws as amended December 12, 2016. Motion carried.
Resolution #01-14-17

Motion by Couture, supported by Gorski-Schulte, to approve purchase of three laptops with docking stations and monitors through Dell/The Library Network for an amount not to exceed \$3,315. Account #271-790-000-980-258. Motion carried.

Resolution #01-15-17

Motion by Couture, supported by Chavez, to amend contract with TLN Shared Automation Services for the addition of three Workflows logins at a cost not to exceed \$3,246. Motion carried.

Resolution #01-16-17

Motion by Couture, supported by Chavez, to amend contract with TLN Telecommunications and Technology Services to add five email accounts at a cost not to exceed \$115. Motion carried.

Resolution #01-17-17

Motion by Chavez, supported by Couture, to amend contract with TLN Telecommunications and Technology Services for purchase of Meraki wireless network at a cost not to exceed \$700. Motion carried.

Resolution #01-18-17

Motion by Couture, supported by Gorski-Schulte, to approve Buildings and Grounds to perform non-routine work anticipated to take 8 hours at a cost not to exceed \$75 per hours. Cost to be determined by Buildings and Grounds Department. Motion carried.

Resolution #01-19-17

Motion by Chavez, supported by Gorski-Schulte, to approve subscription to Ancestry Library Edition at a cost not exceed \$2,385. Motion carried.

Resolution #01-20-17

Motion by Couture, supported by Gorski-Schulte, to approve 2015-16 Taylor Community Library Annual Report with fund balance correction. Motion carried.

Resolution #01-21-17

Motion by Chavez, supported by Gorski-Schulte, to submit 2015-16 State Aid Reports with correction to the State of Michigan. Motion carried.

Resolution #01-22-17

Motion by Couture, supported by Gorski-Schulte, to receive and file Library Director's Report. Motion carried.

Resolution #01-23-17

Motion by Couture, supported by Chavez, to receive and file 10/1/2016 to 12/31/16 Paid Invoice Report. Motion carried.

Resolution #01-24-17

Motion by Couture, supported by Gorski-Schulte, to receive and file the Library Network "Libraries Working Together" Report. Motion carried.

Resolution #01-24-17

Motion by Chavez, supported by Couture, to receive and file MLA Annual Conference notes. Motion carried.

Resolution #01-25-17

Open Business

WCCCD Proposal for Collaborative Partnership—Thompson updated the board on progress made to enter into this partnership.

Public Comments

None.

Adjournment

Motion by Couture, supported by Gorski-Schulte, to adjourn the meeting at 8:25 p.m. Motion carried.

Resolution #01-26-17