

MINUTES
LELAND TOWNSHIP PUBLIC LIBRARY
BOARD OF DIRECTORS MEETING
October 28, 2019

Board Members Present:	Berkley Duck, Laurie Lisuk, Georgia Rivers, Bret Crimmins, Robert Soutas-Little
Board Members Absent:	Powell Smith
Staff Present:	Mark Morton
Friends Present:	None
Public Present:	None

Berkley Duck, President, called the meeting to order at 9:00 a.m. in the Munnecke Room.

Minutes

On motion duly made and seconded, the minutes of the meeting held September 23, 2019, were approved.

Financial report

Mark reviewed the financial statements as of September 30, 2019, included with the meeting materials. There were no significant variances from the budget.

Director's report

Mark provided comments on his report included with the meeting materials and responded to questions.

Expansion project – Request for Proposals for Design Services

Mark reported that, of the seven firms receiving our RFP, two had declined because of their existing workloads. A representative of one of the firms will be touring the facility today, and we have had no other responses. The Board members agreed that we should solicit other potential firms if the current effort does not produce an acceptable number of responses.

Budget – amendment

Mark reported that the staff is recommending that line 636 of the expense budget – “Programs” – be increased by \$1,000. The funds will be allocated from an unrestricted gift of \$3,000, in which the donor expressed an interest in the Library’s programs. On motion duly made and seconded, that action was approved.

Annual staff evaluations

Mark noted that our calendar calls for the completion of the Director’s evaluation by January. He will complete the staff evaluations in December. Compensation levels are adjusted as of the beginning of the next fiscal year on April 1. There was a discussion of the process to be followed in completing the Director evaluation.

Health insurance

As previously reported to the Board members by Mark, health insurance programs of the type in which we are participating through the MLA have been invalidated by a court ruling. That ruling is being

appealed but a decision on the appeal is not likely until early 2020. A fix for the problem also is pending in Congress but its enactment is not certain. The MLA is working to establish a plan under which libraries such as ours could continue comparable coverage for 2020. We are awaiting further information. Mark also will inquire of the Township Clerk whether the Library employees could be brought under the Township's plan.

Library Board election process

We have sent to the Township Clerk a series of questions related to the process to be followed in the election of Library directors scheduled for 2020. The Clerk has indicated that she will respond in January.

There being no further business to come before the meeting, on motion duly made and seconded, the meeting was adjourned at 10:20 a.m.

Approved:

Robert Soutas-Little, Secretary

Berkley W. Duck, President