

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

March 17, 2010

- I. The regular monthly meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:07 p.m., March 17, 2010 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Michael Lotito.

A quorum was present, including the following: Robert Anderson; Barbara Brown; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Camille Silda; Sharon Zielinski; and ex-officio member Larry Neal.

Trustee Peter Ruggirello was excused.

Guest Roger Hitchcock from Andrews Hooper & Pavlik PLC was in attendance.

On a motion from Ms Pugh and seconded by Mrs. Silda the agenda was amended to eliminate item XI.C. North Branch lease and potential purchase of real estate and to add a new item XI.C. Request for waiver of *MGT-10 Meeting Room Use* policy from Clinton Township Parks & Recreation Department.

- II. Mr. Hitchcock presented the audited financial statements for the year ended November 30, 2009. On a motion by Mrs. Brown and seconded by Mrs. Silda the audit was accepted and filed.

Mr. Hitchcock left the meeting at 6:27 p.m.

- III. **Approval of Minutes** – On a motion from Mr. Anderson and seconded by Mrs. Zielinski the minutes of the February 17, 2010 regular meeting were approved.

On a motion from Mr. Anderson and seconded by Mrs. Silda the minutes from the February 17, 2010 closed session meeting were approved.

- IV. **Treasurer's Report** – Mrs. Brown reviewed a copy of the report with the Board. The report was received and filed.

- V. **Approval of Monthly Bills** – On a motion from Mrs. Brown on behalf of the Finance and Audit Committee the February 2010 expenditures totaling \$153,977.96 in checks and \$221,653.62 in electronic payments were approved.

- VI. **Public Comment** – There were no members of the public present.

- VII. **Communications** – The communications report was received, reviewed and filed.

- VIII. **Director's Report** – The director's report was received, reviewed and filed.

IX. Committee Reports –

- A. *Finance and Audit Committee* – Mr. Neal will allow one or two providers of voluntary insurance policies to present their plans to the staff to see if there is any interest. Aside from implementing payroll deductions the library will not pay for any costs of this optional coverage.

X. Other Business

- A. *Budget forecast and service review process* – The Board discussed several methods of reducing salary, wage and benefit costs.
- B. *Proposed changes to MGT-10 Meeting Room Use policy* – On a motion from Mrs. Brown and seconded by Mr. Gibson the Board approved the changes as presented in version 2.

XI. Adjournment – On a motion from Mr. Anderson and seconded by Ms Pugh the meeting was adjourned at 8:17 p.m.

Approved: April 21, 2010
Elizabeth Pugh, Secretary