

**Community District Library  
Administrative Office  
Olmstead Meeting Room  
Regular Board Meeting  
September 26, 2012**

Members Present: Carol Chrisinske; Dana Horn; Debra Newman; Karen Hornus; Geraldine Hagadon; Peggy Michalek, John Sedlock.

Members Absent: Tom Chaput (excused)

CDL Administration Present: Jami Cromley

MMLC Staff Present: Irene Bancroft; Denise Hooks

CDL Staff Present: Mary Kalat; Cathy Cramner; Linda Hudecek.

Guests: none.

The September 26, 2012 Community District Library Board of Trustees meeting was called to order by Board Chair John Sedlock at 7:00 p.m.

**Approval of the Agenda: Motion by C. Chrisinske, seconded by K. Hornus to approve the agenda as presented. All yeas (7-0). Motion carried.**

**Citizens Comments:** No citizen comments.

**Approval of the Minutes: Motion by K. Hornus, seconded by G. Hagadon to accept the minutes of the August 22, 2012 regular Board Meeting as presented. All yeas (7-0). Motion carried.**

**Approval of the Financial Statements: Dana Horn brought forward the motion from the Budget & Finance Committee to accept the Financial Reports dated August 30, 2012 as presented. All yeas (7-0). Motion carried.**

**Communications Received:** Board Secretary, Debra Newman read a note from a Venice Township resident thanking Dana Horn for helping to arrange for her to receive training on the use of her personal e-reader device and downloading materials from Community District Library.

**Presentation of the Audit:** Gerry Terry, CPA of Demis & Wenzlick presented the Audit for Fiscal Year 2011-12. Gerry reported that there are no reportable conditions or materials weaknesses, stressing that Community District Library is in compliance with generally accepted financial rules.

**Motion by P. Michalek, seconded by K. Hornus to adjourn to an Executive Session, with the invitation extended to Director, Jami Cromley, Interim Coordinator Irene Bancroft, and MMLC Director Denise Hooks to attend, to review legal opinions. All yeas (7-0). Motion carried. 7:30 p.m.**

**Motion by P. Michalek, seconded by K. Hornus to reconvene the regular Board meeting. 8:20 p.m.**

### **Committee Reports**

#### **1. Budget & Finance Committee**

- a. Approval of the Bills: D. Horn brought forward the motion from the Budget & Finance Committee to approve the Bills List (checks #4154 – 4216) in the amount of \$34,079.27. Roll call vote: Horn, yes; Newman, yes; Hornus, yes; Hagadon, yes; Chrisinske, yes; Michalek, yes; Sedlock, yes. All yeas (7-0). Motion carried.**
  
- b. FY 2011-12 Annual Audit: Motion by D. Horn, seconded by G. Hagadon to accept the FY 2011-12 Annual Audit as presented. All yeas (7-0). Motion carried.**

#### **2. Personnel Committee**

- a. Job Reclassification Restructure: Motion by P. Michalek, seconded by K. Hornus to support the Job Classification Restructure as presented. Roll call vote: Horn, yes; Newman, yes; Hornus, yes; Hagadon, yes; Chrisinske, yes; Michalek, yes; Sedlock, yes. All yeas (7-0). Motion carried.**
- b. Pay Scale Realignment: Motion by P. Michalek, seconded by K. Hornus to support the Pay Scale Realignment as presented, and to support notifying each staff member individually. Roll call vote: Horn, yes; Newman, yes; Hornus, yes; Hagadon, yes; Chrisinske, yes; Michalek, yes; Sedlock, yes. All yeas (7-0). Motion carried.**

### **Old Business**

- 1. Michigan Reads Event:** Jami reported that the Michigan Reads event held at the Perry Community Center was very successful. A guest author read the book *Moose on the Loose*, talked about the book and a career as a writer. Attendees enjoyed a question and answer session.
  
- 2. MMLC Board Representative Report:** Karen reported that she attended the recent Board meeting for Mideastern Michigan Library Cooperative. Karen has offered to serve on the Personnel Committee and the Advocacy Committee and is looking forward to this opportunity.

### **New Business:**

- 1. Update on Technology Plan:** Jami reported that she has begun the process of assessing the needs of the system. Vendors will be contacted to request Requests for Proposals in order to continue forward with the process.

**Director Report:** Jami referred members to her written report, highlighting several items. Jami attended the New Director and Advanced Director Workshop in order to fulfill all requirements for her Level I Certification. The application will be filed with the Library of Michigan to finalize the process. Jami also presented reports from Branch Managers, highlighting the variety of activities happening.

**Citizens Comments:** none

**Board Comments:** Board members again thanked Denise and Irene for all their guidance, and direction over the past several months. Denise thanked the CDL Board and staff, indicating it has been a pleasure working with everyone. Denise presented each Board member with a chocolate Thank You. Karen Hornus mentioned the Independent News article about the Summer Reading Writing Contest, commenting how nice it was to see the winners and branch managers recognized. Jami mentioned that Tom Chaput had forwarded the Argus Press article where the City of Perry presented a plaque to the Perry Branch & the Pavlica family, recognizing the long service of Anna Pavlica who passed away early in 2012.

**Adjournment:** Meeting adjourned by motion from P. Michalek, seconded by K. Hornus at 8:55 p.m.

Respectfully submitted,

Debra Newman  
Board Secretary