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**SUBURBAN LIBRARY COOPERATIVE**  
**44750 Delco Blvd**  
**Sterling Heights, Michigan 48313**  
**Board Meeting**  
**February 25, 2021**

- I. The meeting was called to order at 6:32 p.m. by videoconference call by Diane Barr, then Amy Wille logged in and presided over the rest of the meeting.
- Trustees present on the videoconference call: Diane Barr (Armada) – calling in from Armada, Freda Witt (Center Line) – calling in from Center Line, Murney Bell (Chesterfield) – calling in from Chesterfield, Amy Wille (Clinton Macomb) – calling in from Macomb Township, Wilma Wagner (Eastpointe) – calling in from Eastpointe, Marlene Hoeft (Fraser) calling in from Fraser, Stan Lisica (MacDonald) – calling in from New Baltimore, Liane Miller (Romeo) calling in from Murrells Inlet, South Carolina and Frank Pasternak (Warren) calling in from Warren.
- Trustees excused: None.
- Staff present: Tammy Turgeon, Pat Lindsay – calling in from Sterling Heights
- II. Approval of the Agenda  
Motion made by Pasternak to approve the Agenda, supported by Witt. Motion Carried.
- III. Approval of the November 19, 2020 Minutes  
Motion made by Bell to approve the November 19, 2020 minutes, supported by Pasternak. Motion Carried.
- IV. Public Participation  
None
- V. Member Library Concerns  
Romeo Library had a board member pass away. Warren Libraries will be opening March 1<sup>st</sup>. How are other libraries handling being open to the public, any limitations – time spent in library, computers, etc.? All SLC libraries are now open with some limitations, with the exception of Mount Clemens and Troy, who remain closed.
- VI. Action Items
- A. Approval of the Bills
1. Payment of the bills for February 2021 was approved on a motion by Pasternak, supported by Hoeft. Motion Carried.
- B. Budget Reports
- Barr moved to receive and file the January 2021 Budget Reports, supported by Wagner. Motion Carried.
- C. Investment Report/Finance Committee Report
- Pasternak moved to receive and file the Investment/Finance Committee Report, supported by Bell. Motion Carried.
- D. Budget
1. Revised SLC 2020-21 General Fund Budget  
Pasternak moved to approve the SLC 2020-21 General Fund Budget Revisions as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Barr. Motion Carried
  2. Revised SLC 2020-21 Proprietary Fund Budget  
Pasternak moved to approve the SLC 2020-21 Proprietary Fund Budget Revisions as recommended by the Suburban Library Cooperative Advisory Council. The motion was supported by Bell. Motion Carried.

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E. Personnel Policy Review

Pasternak made a motion to hire Foster, Swift, Collins & Smith P.C. to review and update the SLC Personnel Policy Manual at a cost not to exceed \$2,500. The motion was supported by Lisica. Motion Carried.

F. Revised Capitalization Policy

Pasternak made a motion to approve the Capitalization Policy Revision, changing the amount for which equipment will be depreciated from \$1,000 to \$2,000 or more. The motion was supported by Lisica. Motion Carried.

VIII. Information Items

A. Director's Report

The Michigan Coop. Directors are working to get an Amazon Prime Business account for libraries. The Michigan Coop. Directors are also working to have Trafficking stickers to combat human trafficking made available to any Michigan library that wants them. These stickers would be placed in library bathrooms. A press release will go out soon about the Metro Parks offering Wi-Fi hotspots to libraries to give patrons equitable access to the internet. TLN and SLC received a total of 100 of these hotspots. The Lenox and Mount Clemens libraries received 10 each of these Wi-Fi hotspots. The monthly marketing campaign is going well. Tammy is also going to be on a committee with MLA to create a statewide marketing campaign for libraries, using SLC's program as a trial on how to communicate with libraries to move a campaign to a larger audience.

IX. Adjournment

Pasternak moved to adjourn at 7:07 p.m. supported by Witt. Motion Carried.

Respectfully submitted:

Wilma Wagner, Secretary