



**MINUTES OF THE RESCHEDULED REGULAR MEETING OF THE BOARD OF TRUSTEES
JULY 14, 2016
CLARE H. SERGEANT AUDITORIUM, 244 W. MICHIGAN AVE., JACKSON, MI**

President Darrell Durham called the meeting to order at 6:02 p.m.

ROLL CALL:

Board Members Present: Heather Albee-Scott, Jacqueline Barber, Darrell J. Durham, Theodore R. Kolman, Beverley McGill, and David Zuleski

Board Members Absent: Elli Blonde (Excused)

Director: Sara Tackett

Staff Present: Vicki Baldwin, Lorraine Butchart, Andy Lane, Donna Smith, and Danah Wayne.

Others Present: Brendon Beer. Public attendance sign-in sheet attached to official minutes.

Consent Calendar: Moved by Heather Albee-Scott, supported by Ted Kolman, that the consent calendar be approved as presented, inclusive of the minutes of the Regular Meeting of May 26, 2016, as well as the Gifts and Donations and Personnel Actions for May and June 2016. Motion carried unanimously.

Public Comment: The meeting was opened for public comment. There were no public comments.

Special Announcements/Presentations: There were no special announcements or presentations.

Current Bills: Moved by Ted Kolman, supported by Heather Albee-Scott, to approve the current bills for May, 2016 as presented. Comments and questions discussed included the Storyfest, Property Tax, Personal Property Tax and Furniture/Equipment line items. Motion carried unanimously.

Financial Reports: Moved by Heather Albee-Scott, supported by Jackie Barber, to approve the current financial reports for May, 2016 as presented. Motion carried unanimously.

Committee Reports:

Facilities Committee: Dave Zuleski noted that the minutes of the Facilities Committee held on June 15, 2016 were in the packet.

Finance Committee: The Finance Committee has not met since the May board meeting.

Personnel Committee: The Personnel Committee met yesterday (7/13/16). Darrell Durham reviewed the discussions regarding the open and filled positions. A copy of the minutes of the meeting will be included in the next board informational packet.

Director's Report and Activities: Sara Tackett highlighted a number of the activities and programs that occurred at various branches throughout the library district during May and June. Special events with Pokemon Go are being planned and the Summer Reading Kick-Off was a success.

She also reported on the resignation and move to the substitute list for Nicole Gilbert, Napoleon Branch Manager. Erica Grimm, Brooklyn Branch Manager, will now supervise both Brooklyn and Napoleon Branches. In addition, Andy Lane has accepted the position of Technology Manager.

Statistics: Ted Kolman mentioned that there was a decrease in circulation of materials at a number of the branches in June 2016 as compared to June 2015. Sara reported that these numbers are being monitored. She also noted that there was a 18.7% increase in digital content which could indicate that patrons are checking out materials digitally instead of the physical format.

Strategic Plan: The Strategic Planning Action Teams continue to meet and are working on their focus areas. A sub group has been formed to plan this year's All Staff Day (October 10, 2016).

Community Initiatives: Sara shared information with board members regarding the proposed Obsolete Property Rehabilitation District, the proposed Commercial Redevelopment District, the proposed Commercial Rehabilitation District and visitors from Thailand and Indonesia.

Old Business:

Millage Proposal: Moved by Beverley McGill, supported by Heather Albee-Scott, to adopt the proposed resolution to submit the millage proposal for the November General Election to the County Clerk's office for placement on the official ballot. Attorney Brendon Beer answered questions regarding the language requirements for the proposal. Roll call vote: Albee-Scott – Yes; Barber – Yes; Durham – Yes, Kolman – Yes, McGill – Yes, Zuleski – Yes. Motion declared unanimous. (The resolution, in its entirety, is attached to the official board minutes.)

There was a brief discussion regarding the formation of an advocacy committee for the library millage question and the role of board members. This will be the main topic at the next Board Study Session.

Woodlands Library Cooperative: There was no report as they have not met since the last JDL board meeting.

Summer Reading Program Kick-Off: The annual Summer Reading Program Kick-off was held on Saturday, June 11th at the Carnegie Library with over 1000 people in attendance. Sara noted that in previous years, all the branches had closed for the kick-off event;

however, due to feed-back from patrons and staff, the decision had been made this year to have a smaller event without the Hot Dogs (and/or Pizza) so that the branches could remain open to serve their communities. This worked well.

Other: There was no other old business.

New Business:

Closed Session – Labor Agreement: Moved by Ted Kolman, supported by David Zuleski, to adjourn into Closed Session for the purpose of discussing Labor Agreements. Motion carried unanimously. Meeting adjourned into closed session at 6:40 p.m.

Moved by Heather Albee-Scott, supported by David Zuleski, to return to Open Session at 7:22 p.m. Motion carried unanimously.

Labor Agreement: Collective bargaining has resulted in ratification by the MEA of the 2016-2019 labor agreement. Moved by Heather Albee-Scott, supported by Beverley McGill, to ratify the 2016-2019 labor agreement with the MEA. Roll call vote: Albee-Scott – Yes; Barber – Yes; Durham – Yes, Kolman – Yes, McGill – Yes, Zuleski – Yes. Motion declared unanimous.

MERS Health Care Savings Program Participation Agreement: Moved by Beverley McGill, supported by Ted Kolman, that the MERS Health Care Savings Program Participation Agreement be adopted and approved by the Jackson District Library Board of Trustees. Motion carried unanimously.

MERS Health Care Savings Program Resolution: Moved by Jackie Barber, supported by Heather Albee-Scott, that the Uniform Resolution Adopting The MERS Health Care Savings Program be adopted and approved by the Jackson District Library Board of Trustees. Motion carried unanimously.

Other: There was no other new business.

Communications: Communications were included in the packet.

Trustee Comments: Darrell Durham thanked the MEA and Administrative Negotiating Teams for working together well in reaching the labor agreement.

Moved by Heather Albee-Scott, supported by Ted Kolman, that the meeting be adjourned at 7:28 p.m. Motion carried unanimously.

Respectfully submitted,

Theodore R. Kolman
Secretary/Treasurer

(Donna Smith, Recorder)