Regular Monthly Meeting
Royal Oak Public Library Board of Trustees
Minutes of January 27, 2009

Trustees present: President Dave Palmer; Christopher Ahn, Vice President; Frank Houston, Secretary; Trustees Ronald Halstead, Mitzi Hoffman, Joan Koelsch, Trustee, Kenneth Rosen and Amy Schell and Lauren Wolfe, Trustees. Also present: Director Metta T. Lansdale, Jr.

Guests Present: Lori Boden, Mary Karshner

I. Oath of Office

President David Palmer administered the oath of office to appointee Mitzi Hoffman who was then congratulated and accepted as the newest Library Trustee. She fills the position of Nancy Hollyer whose term expired December 31, 2008.

II. Call to Order

President David Palmer called the meeting to order at 7:00 p.m.

III. Annual Meeting

a) It was MOVED by K. Rosen and Seconded by A. Schell to elect David S. Palmer as President of the Royal Oak Public Library Board. Motion was Approved Unanimously.

b) It was MOVED by K. Rosen and Seconded by F. Houston to elect Christopher Ahn as Vice President of the Royal Oak Public Library Board. Motion was Approved Unanimously.

c) It was MOVED by K. Rosen and Seconded by C. Ahn to elect Frank Houston as Secretary or the Royal Oak Public Library Board. Motion was Approved Unanimously.

d) President David S. Palmer appointed Ken Rosen, Chris Ahn and Frank Houston to serve as the Budget Committee.

IV. Strategic Planning Update

Alexander Resources Consulting, LLC, represented by Fran Alexander and Joanne Alexander, was on hand to present the completion of the discovery portion of the strategic planning activities as well as the implementation guide for carrying out the results of the plan. The consultants were thanked and congratulated for their work over the last nine months or so.

V. Announcements/Communications

The Board reviewed the 2009 Roster, the meeting schedule and Calendar of Operations.

VI. Public Comment

There was none.

VII. Agenda Approval

It was MOVED by F. Houston and Seconded by M. Hoffman to approve the agenda of the as distributed. The Motion PASSED.

VIII. Minutes Approval

It was MOVED by L. Wolfe and Seconded by A. Schell to approve the Minutes of the November 25, 2008 Regular Meeting as distributed. The Motion PASSED.

IX. Financial Statements

President Palmer shared with Trustees continuing correspondence about the lateness of Library Financial Reports, in that financial reports have not been available for presentation at the

Library Board meetings for the previous month. Four Trustees agreed to meet informally with the Mayor.

Library financial statements for the months of October and November were provided and the Director answered questions about performance in revenue and budget lines.

X. Director Report

The Director discussed with Trustees her ideas to date for reducing cost and increasing revenue. There were no objections to new ideas:

- Consider using the court for collection of egregiously high fines and fees.
- Consider having collection agency report egregiously high unpaid fines and fees to credit reporting companies.
- Restructure finance policies to provide a framework for revenue enhancements.

Committee Reports

a) Acorn Foundation – C. Ahn will begin next month as representative for the Library at Acorn Foundation meetings.

b) Fundraising/Recognition – President Palmer will split this into two committees and make appointments at the February meeting.

c) Art Committee – J. Koelsch reported that the Library had selected two artists for interior and exterior youth department murals. The Library needs an additional $2,000 to complete the project.

d) Friends – J. Koelsch reported the Friends agreed to provide an additional $1,000 toward the exterior mural.

Agenda Review In Medias Res

The Board agreed to take action on item XII b., discuss item XIII a. and defer items XII a. and XIII b. to the February meeting, due to the lateness of the hour.

XI. Action Items

Internet Policy

It was MOVED by K. Rosen and Seconded by L. Wolfe to approve the new Internet Policy No. 5.40 as distributed. The Motion PASSED Unanimously.

XII. Discussion Items

Fine Threshold for Use of the Computer Lab

The Trustees encouraged the Director to move ahead with a policy draft that will require users of the computer lab to have their accounts within the same fine threshold as is required for borrowers.

XIII. Adjournment

There being no further action and upon a MOTION by C. Ahn, Seconded by F. Houston, which PASSED, the meeting adjourned at 9:22 PM.

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F. Houston, Secretary