

**WHITE PINE LIBRARY COOPERATIVE
BOARD MEETING**

December 14, 2005

A regular meeting of the White Pine Library Cooperative Board was held on December 14, 2005 at the White Pine Library Headquarters.

Present and voting: Kate Van Auken, Beverly Dear, Dan Stock, Jeanette Morrish, John Sheridan, Jill Fox and Lise Mitchell.

Also present: Bryon Sitler, Karen Puszykowski and Jane Piersall.

Absent: Gail Nartker and Erin Schmandt.

Call to Order: Board Chair Jill Fox called the meeting to order at 1:34 pm.

1. **Agenda:** Bryon asked that Library Profiles be added under Other. John Sheridan moved to approve the December 14th agenda. Dan Stock seconded the motion. Motion carried.
2. **Treasurer's Report:** The board reviewed the financial statements for October and November 2005. Beverly Dear moved to ratify the bills for October, November and December 2005. Jeanette Morrish seconded the motion. Motion carried.
3. **Minutes:** Kate Van Auken moved to approve the October 10, 2005 minutes as submitted. John Sheridan seconded the motion. Motion carried.
4. **Director's Report:** Bryon reported that:
 - SBC will have a media event at White Pine Library Cooperative Headquarters on February 2nd to showcase the awardees and grant project. Representatives from the newspaper, TV and radio will be present.
 - Ernie Harwell Baseball Tickets: Bryon reported that he was on a committee to review and award grants for next year. 34 grants were received, 3 of which were from WPLC. The total grant amount to be distributed is \$15,000.00. Awards will be given to start or increase endowments or foundations.

5. **Long Range Plan:** The board reviewed the Cooperative's Long Range Plan which included recommendations from the Planning Meeting.

Lise Mitchell recommended that the measures be made more uniform. Kate Van Auken recommended that dates and deadlines be added to the measures where appropriate.

Bryon will work on the recommended revisions and he will bring the revised Plan back to the board in January for review before sending it to the membership for approval.

6. **Director's Evaluation:** The board reviewed the director's evaluation prepared by past Board chair Jeanette Nathan.

The board also reviewed the process for evaluating the director as written in White Pine's personnel manual which states that the evaluation is performed by the personnel committee and allows for board input.

It was the consensus of the board to accept the evaluation as presented. A copy will be placed in the director's personnel file.

Lise Mitchell thanked Bryon for all of his hard work.

7. **SBC Grant Income:** The Cooperative has been awarded an SBC grant for \$38,178.00 to create web pages for member libraries. The grant allows Sheila Good to work extra hours and pays for software and approximately half of her salary. She has already started the process of creating web pages.

8. **Revised Budget:** Revisions to the 2005-2006 Budget include:

The addition of the SBC grant
Leasing a vehicle for White Pine
Vehicle insurance and a
Reduction in Benefits

The board reviewed leasing options for a 3 year lease period.

John Sheridan moved to approve the revised Budget as presented which includes leasing a vehicle. The Director will choose the vehicle. Lise Mitchell seconded the motion. Motion carried.

9. **Banking Institution:** Bryon reported that the TCF Bank offered the same services as Citizens Bank minus the banking charges. The board discussed changing banking institutions.

Beverly Dear moved to authorize Bryon Sitler to open an account(s) at TCF Bank. John Sheridan seconded the motion. Motion carried.

10. Other:

Library Profiles: Bryon reported that he had prepared library profiles for all of the member libraries. Information includes: population served, staffing expenses, interloan statistics, circulation, income and expenses. Information on the profile can be used with legislators or when working on millages. The library profile shows return on the dollar received.

11. Adjournment: The meeting adjourned at 3:40 pm.