

MINUTES

OAKLAND COUNTY LIBRARY BOARD

October 28, 2009

The regular meeting of the Oakland County Library Board was called to order at 3:00 p.m.

1. ROLL CALL

Board Members Present: Steven Andrews, John Chambers, Robert Gaylor, Donald Jensen, Jeff Potter, Robert Tera

Guests: Brett Battishill, Architectural Engineer, Facilities Administration; Edward Joss, Manager, Facilities Administration; Larry Doyle, Board of Commissioners

Excused: Dr. Vickie Markavitch

Also in Attendance: Laura Mancini, Director-Library Services; Maria Danna, Library Supervisor; Sherry Hakim, Library Administrative Assistant

2. APPROVAL OF THE AGENDA

3. ANNOUNCEMENTS AND CALL TO THE AUDIENCE

4. APPROVAL OF MINUTES – September 23, 2009

Resolution #09-56: Chambers moved to approve the minutes of the September 23, 2009 meeting. Jensen seconded. Motion carried.

5. NEW BUSINESS

A. Proposed Library Consolidation Space Plan

Brett Battishill, Architectural Engineer, FM & O, outlined the proposed library consolidation space plan and presented it to the Board.

The Board expressed concern that there be enough space and electrical power to accommodate the need for extra computers and printers for future use. Brett assured the Board that would not be a problem.

The Board directed Laura to contact the Bar Association to let them know of the consolidation and ask them what their position is regarding the old Fellows Room in the Law Library and its furniture.

Resolution #09-57: Gaylor moved to approve the consolidation space plan proposed by Oakland County's Facilities Management Department. Chambers seconded. Motion carried.

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B. Emergency Closure Policy

On October 10, 2009, the Department of Facilities made emergency repairs to the county's steam distribution system. A memo was distributed saying there would be no heat or water in the courthouse building. Because the Law Library is open on Saturday's from 9:00am to 4:00 pm, Laura Mancini had to decide whether or not to keep the library open during this time. She decided to close the library at 1:00 pm, the time when the repairs would take place.

Laura asked the Board for direction on how to handle such emergency closures in the future.

Resolution #09-58: Gaylor moved to allow the director to make the decision to close the library in an emergency situation in compliance with Oakland County's Merit Rules. The director will first contact the Chair of the Library Board and if the Chair is not available, the director will contact the Board Secretary. Jensen seconded. Motion carried

6. APPROVAL OF FINANCIAL STATEMENTS

A. September 2009

The Board directed Laura Mancini to write a letter to Fiscal Services regarding the consolidation, and to ask them to redo the building space allocation charges for the library to reflect the library's new space.

Resolution #09-59: Chambers moved to approve the September 2009 financial statements. Gaylor seconded. Motion carried.

B. FY2009 Year-End Report

The report was presented to the Board and there was no discussion.

7. REPORTS TO THE BOARD

A. Oakland Literacy Council

Written report noted and filed.

- The Council has received \$20,000.00 in sponsorships for their Ex Libris event.
- The Council was awarded \$22,000.00 for their EL Civics grant.

Resolution #09-60: Tera moved to receive and accept Moraniec's report. Chambers seconded. Motion carried.

B. Library Services-Mancini

Written report noted and filed.

- Cooley Law School is in the process of reviewing bids from moving companies for the relocation of their portion of the Law Library collection to Cooley.
- Laura spoke to all paralegal schools to ensure that the library will still have all the necessary materials for their students to complete their semesters.
- Janise Perret and Linda Sutton spent a week at Cooley receiving an employee orientation and also

began training on circulation procedures.

- The County Executive is planning a formal dedication ceremony on January 13, 2010, for the transfer of the Adams Pratt material to Cooley Law School.
- The Board instructed Laura Mancini to tell patrons to contact their elected officials if they have any concerns regarding the lack of printed materials in the Law Library.
- Laura Mancini was reelected as vice-chair of the DALNET consortium for 2009-2011.
- Patti Shafer, Library Technician I, was reassigned from the LVPI to the Law Library.
- Maria Danna, Library Supervisor, has been training on the Law Library reference desk.
- Julie Panasuk, Library Technician I, is training on Law Library cataloging duties
- Laura Mancini has had her computer moved to the Law Library as well as having her phone calls transferred, due to the amount of hours she spends in the Law Library.
- The Board directed Maria Danna to contact the senior citizens centers of Oakland County to let them know of the services offered by the LVPI.

8. CORRESPONDENCE

- Oakland County Library Usage Statistics Report-September 2009
- Article in *The Oakland Press* on budget cuts for the city of Troy and the impact it will have on the public library, September 26, 2009
- Article in *American Libraries* on Governor Granholm's decision to amend her executive directive regarding the Library of Michigan, October 2009
- Article in *Library Hotline* on the rally at the state capitol to protest the proposed Senate cuts to Michigan libraries, September 21, 2009
- Article in the *New York Times* on the popularity of digital books at libraries, October 15, 2009
- Article in *Information Outlook* on preserving special libraries during difficult economic times, July/August 2009
- Article in *AALL Spectrum* on the role law libraries play in helping people represent themselves in the justice system, September/October, 2009

9. CONFIRM NEXT MEETING DATE

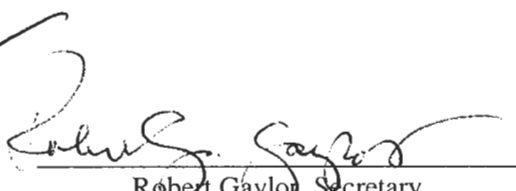
The next regular meeting of the Library Board will be on **November 25, 2009** at 3:00 p.m. in the Library Board Room/Second Floor/West Wing Extension.

10. ADJOURNMENT

Resolution #09-61: Chambers moved to adjourn the October 28, 2009 meeting. Potter seconded. Motion carried.

The meeting was adjourned at 4:00 p.m.


Honorable Steven N. Andrews, Chairperson


Robert Gaylor, Secretary