Members present were Chair T. Delia, R. Helwig, E. Schmidt, L. Laskowsky, S. Paton

Members absent were E. Parker and Director L. Mitchell

T. Delia called the meeting to order at 5:15 p.m.

AGENDA APPROVAL

R. Helwig moved to approve the agenda of November 11, 2010. Motion seconded by L. Laskowsky. Motion carried.

APPROVAL OF MINUTES

E. Schmidt moved to approve the minutes of October 19, 2010 as amended. Motion seconded by R. Helwig. Motion carried.

FINANCIAL STATEMENT

The financial statement for October 2010 and check disbursements were discussed and placed on file.

PUBLIC HEARING

L. Laskowsky moved at 5:20 p.m. to recess to the Public Hearing on the 2011 millage rate for Coe, Fremont and Rolland Townships. Motion seconded by R. Helwig. Motion carried.

There were no public comments or questions.

S. Paton moved to adopt the resolution approving the 2011 millage rate. Motion seconded by R. Helwig. Motion carried.

S. Paton moved at 5:22 p.m. to return to the regular meeting. Motion seconded by R. Helwig. Motion carried.

PUBLIC COMMENTS

There were no public comments.
DIRECTOR’S REPORT

Lise Mitchell reported on the following:

- MCACA grant – R. Helwig moved to approve the grant application for the 2011 Summer Reading Program. Motion seconded by L. Laskowsky. Motion carried.

- District Library Agreement amendment – R. Helwig moved to accept the District Library Agreement Amendment contingent upon acceptance by all other parties involved and to authorize the Board President to sign any documents so required. Motion seconded by E. Schmidt. Motion carried.

- Branch Library Collections – L. Laskowsky moved to authorize the library director to sign necessary documents to accept the transfer of ownership of the library collections at the Coe, Fremont and Rolland Township libraries. Motion seconded by E. Schmidt. Motion carried.

COMMITTEE REPORTS

Facilities – Nothing to report.

Personnel – Discuss the Director’s evaluation after the first of the year.

Finance – Nothing to report.

Policy –

- R. Helwig moved to approve Development, Approval, and Distribution of Policies, No. 101 as amended. Motion seconded by E. Schmidt. Motion carried.

- R. Helwig moved to approve Electronic Communication policy, No. 104 as amended. Motion seconded by S. Paton. Motion carried.

- The Public Internet Access Policy, No. 303 was presented with no changes being recommended.

- R. Helwig moved to approve Media Relations Policy, No. 306 as amended. Motion seconded by S. Paton. Motion carried.

- R. Helwig moved to approve Registration of Library Patrons, No. 401 as amended. Motion seconded by L. Laskowsky. Motion carried.

- R. Helwig moved to approve Loan of Library Materials, No. 402 as amended. Motion seconded by L. Laskowsky. Motion carried.
• R. Helwig moved to approve *Interlibrary Loan Service, No. 404* as amended. Motion seconded by E. Schmidt. Motion carried.

• R. Helwig moved to approve *Damage and Replacement Fees, No. 405* as amended. Motion seconded by S. Paton. Motion carried.

• R. Helwig moved to approve *Staff Purchases, No. 703* as amended. Motion seconded by S. Paton. Motion carried.

**FRIENDS OF THE LIBRARY UPDATE**

Annual meeting will be November 15\textsuperscript{th} where new officers will be voted in.

**ADJOURNMENT**

T. Delia adjourned the meeting at 5:45 p.m.

Respectfully submitted,

Kristin M. Ellison, Finance Director