The regular meeting of The Library Network (TLN) Board was held on Thursday, April 28, at the Dearborn Centennial Library. Board Members present: Mark Wollenweber, Chair; Rita VanBrandeghen, Secretary; Ebony Duff, Debra Green, Arthur M. Woodford, Charles Hanson, and Joyce Parker. A quorum.

Board Members Absent & Excused: Victor Cardenas and Lois VanStipdonk

Additional attendees: Maryanne Bartles, Dearborn Centennial Library Director, Paul McCann, Executive Committee Representative; Steven Bowers, TLN Executive Director; Celia Morse, Rick Rosekrans, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 12:02 p.m.

1. Call to audience

   Introduction of Guests – Bartles welcomed the Board to the library and gave a brief history of the library. The library is celebrating its 100 year anniversary this year.

   Public Comment – None

2. The Agenda. Motion by Hanson, supported by Duff, to approve the Board Agenda, with the correction of the meeting date to April 28. Motion carried unanimously.

3. Approval of the Minutes. Motion by Green, supported by Woodford, to approve the minutes of the March 24, 2022 meeting of the Board. Motion carried unanimously.

4. Communications & Announcements - None

5. New Business

   Motion by VanBrandeghen, supported by Hanson, to approve the contract for professional services for Celia Morse, April 1, 2022 through September 30, 2023. Motion Carried Unanimously.

   Motion by Hanson, supported by Woodford, to approve the updated TLN Staff Travel Policy as presented. Motion carried unanimously.
New Business Continued

Motion by Parker, support by Duff, to consult a legal opinion for questions raised during the discussion of a Reimbursement Policy for TLN’s Board of Trustees. Motion carried unanimously.

6. Reports

Steering Committee – Bowers reported that the Committee met on March 27. The updated TLN Plan of Service is currently being reviewed by an attorney.

Executive Committee – McCann reported that the Committee approved the contract extension for Celia Morse, voted on earlier in this meeting.

A CARL upgrade in late March went well, two upgrades were performed in one batch. Some improvements were made to the system.

All contractual obligations with FRBR have been met.

Finance/Real Estate Committee – None

Human Resources Committee – Wollenweber would like a virtual meeting scheduled to discuss impending contract negotiations.

7. Executive Director’s Report – Bowers reported that TLN’s Technology Services Manager, Angie Michelini will be retiring at the end of July.

Bowers took a trip to St. Clair County to visit the libraries there. It was a very productive trip.

Brigette Felix sent out an RFP for a software provider for the MAP program. Four vendor responses were received, three demos will be taking place, one vendor was not considered for further action.

8. Financial Reports – Motion by VanBrandeghen, supported by Parker, to receive and file the following reports. Motion carried unanimously.

- Executive Summary
- Aged Payables Open Items as of 3/31/22
- Check Register Detail from 3/01/2022 – 3/31/22
- Aged Receivables Detail as of 3/31/2022
- Summary of Revenue & Expenditures Compared to Budget:
  October 1, 2021 – March 31, 2022
- October 2021 – March 2022 – Income Statement
- Unaudited Balance Sheet as of 3/31/22

9. Old Business – None
10. **Board Member Comment** – Motion by Woodford, supported VanBrandeghen, to approve honoring the memory of Jim Pletz with the naming of the TLN Annual Picnic after him, as well as a state-wide distribution of a MAP marketing item in the Spring of 2023. Motion carried unanimously.

11. Motion by VanBrandeghen, supported by Hanson, to adjourn the meeting at 1:35 p.m. Motion carried unanimously.

12. The next meeting of the Board will on:

   Thursday, May 26, 2022 – noon
   Redford Township District Library, Redford

   Respectfully submitted,

   Mark Wollenweber             Rita VanBrandeghen
   CHAIR                        SECRETARY

Minutes taken by J. Kozakowski