



**THE LIBRARY NETWORK BOARD
PROCEEDINGS
January 23, 2025**

The regular meeting of The Library Network (TLN) Board was held on Thursday, January 23 at the Library Network's Office in Novi.

Board Members present: Victor Cardenas, Chair; Rita VanBrandeghen, Secretary; Lois VanStipdonk, Charles Hanson, Ebony Duff, and Kathie Brown. A quorum.

Board Members Absent & Excused: Joyce Parker, Arthur M. Woodford, and Deb Green.

Additional attendees: Steven Bowers, TLN Executive Director; Shauna Anderson, Steering Committee; Celia Morse, Executive Committee Representative; Damon Dye, DJ Bond, Kelly Bennett, Brigitte Felix, Rick Rosekrans, and Judith Kozakowski, TLN.

The Chair called the meeting to order at 12:04p.m.

1. Call to audience

Introduction of Guests - None

Public Comment – None

2. The Agenda. Motion by Hanson, supported by Brown, to approve the agenda as presented. Motion carried unanimously.

3. Approval of the Minutes. Motion by Duff, supported by Hanson, to approve the minutes of the December 12, 2024, with one addition to the minutes under New Business item number 3, "Motion by Hanson, supported by Duff"... Motion carried unanimously.

4. Communications & Announcements – None

5. Reports

Steering Committee – Anderson reported that the Committee is looking at the membership survey results.

Executive Committee –Morse reported that the migration to Oracle Cloud has been postponed due to technical issues that have arisen.

VanStipdonk joined the meeting at this time, 12:10 p.m.

CARL is not charging the Shared System for this postponement and TLN is working toward reverting back to the original migration date in May 2025.

The data extract for the Northville District Library has been completed for their exit from the TLN Shared System.

The Shared System Users Group met and discussed how to issue library cards to unhoused students. A patron group for these individuals has been identified within the Shared System.

The Executive Committee is moving their monthly meeting time from 1 p.m. to 2 p.m. The meeting date of the first Thursday of the month remains the same, only the meeting time has changed.

Finance/Real Estate Committee – None

Human Resources Committee – None

6. **Executive Director's Report** – In addition to his written report, Bowers reported that TLN celebrated Randi Mewhorter's 35th work anniversary on 1/22/25.

The State's annual reports are due to the state by February 1.

Ecorse Library has hired a new full-time Director. They plan to reopen the library in early Feb. 2025.

TLN and SLC (Suburban Library Cooperative) have a planned hockey night on January 24. It's a time for TLN employee and SLC employees to come out and watch the Motor City Rockers play at the Big Boy Arena in Fraser.

7. **Old Business** – Board Member Oath of Office occurred prior to the beginning of the Board meeting.

8. **New Business**

1. Motion by Hanson, supported by VanStipdonk, to approve the 2025 Board Meeting Calendar. Meetings will take place on the fourth Thursday of the month, at noon.

Motion carried unanimously.

2. Bond presented TLN's 2024 Annual Report. It can be found at

<https://tln.org/annualreport>

9. **Financial Reports** – Motion by VanStipdonk, supported by Brown, to receive and file the following reports. Motion carried unanimously.

- Executive Summary
- Aged Payables Open Items as of 12/31/2024
- Check Register Detail from 10/1/2024 – 10/31/2024
- Check Register Detail from 11/1/2024 – 11/30/2024
- Check Register Detail from 12/1/2024 – 12/31/2024
- Aged Receivables Detail as of 12/31/24
- MAF (Member Advanced Fund) Balance 12/31/2024
- Summary of Revenue & Expenditures Compared to Budget:
October 1, 2024 – December 31, 2024
- October 2024 - December 2024 – Income Statement
- Unaudited Balance Sheet as of 12/31/24

11. **Board Member Comment** –None

12. The next meeting of the Board will be:

February 27, 2024
TLN Office, Novi

13. Meeting Adjourned: 1:04 p.m.

Respectfully submitted,

Victor Cardenas
CHAIR

Rita VanBrandeghen
SECRETARY

Minutes taken by J. Kozakowski