Regular Monthly Meeting
Royal Oak Public Library Board of Trustees
Minutes of October 25, 2005

Trustees present: Dickinson, Burden Halstead, Hollyer, Makarewicz, Palmer, and Wallace. Also present: Director Carol Windorf, Friends President Margaret Blount, and employees Mary Ann DeKane, Mary Karshner, Marie Newcomb, Jim Tackabury and Anna Vidal. Absent and excused: Koelsch, Schell

1. President Dickinson called the meeting to order at 7:01 p.m. at the Senior Center.

2. Announcements – None.

3. Public Comment – None.

4. Agenda was approved with the addition of 10.c. Nominating Committee

5. Minutes of the regular meeting of September 27, 2005 were accepted as written.

6. Financial Reports
   a. Revenues report for September 2005 was accepted.
   b. Financial statement for September 2005 was reviewed and accepted. Director will ask about investments, interest and janitorial encumbrance that is greater than the budgeted amount for janitorial services.

7. Library Director's Report – Director reviewed costs for SAM account payment equipment that will be paid from renovations budget, and associated maintenance costs for the operating budget. She distributed statistics and added a note about starting a collection of non-rental DVDs for children.

8. Committee Reports
a. Library Oversight Committee – Hollyer reported that LOC met October 5, 2005 for a presentation from the TMP designer on colors and finishes, followed by a tour of the library.
b. Acorn Foundation – No report.
c. Friends – Burden, Blount and Windorf reported on Friends advocacy for filling the vacant librarian position, newly elected Friends Board, fundraising on eBay, and financial support for a Grand Opening open house/dedication.
d. Fundraising/ Recognition Committee – Makarewicz reported that attorney David Koelsch is waiting for information from the Friends to proceed with 501.c.3 process. Makarewicz has started researching online payment processing for non-profit organizations, per section IV-1 of the Fundraising Plan. He has two lists of potential donors and suggested we might send a press release to local newspapers announcing volunteer opportunities to people who might serve on the Fundraising Committee. In absence of co-chair Koelsch, Makarewicz agreed to the idea of a renovations preview fundraising event.

MOTION by Burden, supported by Hollyer to proceed with a renovations preview fundraiser, with Hollyer as chair. Carried unanimously.
e. Committee on Internet Access Policy – On director's recommendation, Board will consider revisions to this policy in November.

9. Unfinished Business
a. Vacant librarian position – By consensus, trustees agreed to wait for results of the November 8th election to determine next steps.
b. War Memorial – Site has been selected with input from library trustees and it will not interfere with library access or programs. Relocation is no longer an issue for the library.
c. Location of Recognition – Motion postponed in September was voted upon:
MOTION by Dickinson, supported by Palmer, to designate the bricks in the library entry for recognition plaques. Carried unanimously.

10. New Business
a. Use of Misc. Revenues and Acorn funds
MOTION by Wallace, supported by Palmer to authorize the library director to add to the furniture budget the following:

a. total of Restricted Net Assets – Donations
b. proceeds from surplus equipment auctions in FY2004-2005 (approx. $7000)
c. general purpose donation to the Acorn Foundation of approx. $105,000

Motion carried unanimously.
b. Lobby plaque – Trustees requested additional time to consider/revise the language.
c. Nominating Committee -- Dickinson appointed Palmer and Schell. They will report at the November 2005 meeting.

11. Meeting adjourned at 9:06 p.m.