

**Plymouth District Board  
Dunning Hough Library  
223 S. Main St. - Plymouth MI 48170  
Tuesday, December 18, 2007 - 7:30 p.m.  
Minutes**

**1. Call to order and attendance** - President Pappas called the meeting to order at 7:31 p.m.  
PRESENT: Trustees Anderson, Baczynski, Broderick, Hickey\*, Mackie and Pappas  
ABSENT: Trustee George

**2. Approval of agenda** - Resolved by Trustee Baczynski, seconded by Trustee Anderson to approve the agenda moving Item 9.1 to the end of the agenda after Item 10.2.

AYES: 5                      NAYS: 0                      PASSED

\* Trustee Hickey arrived here @ 7:33 p.m.

**3. Approve minutes of November 20 meeting** - Resolved by Trustee Hickey, seconded by Trustee Anderson to approve the minutes of the November 20, 2007 regular meeting.

AYES: 6                      NAYS: 0                      PASSED

**4. Public comment** - none

**5. Financial report and list of November bills** - Resolved by Trustee Hickey, seconded by Trustee Baczynski to accept the financial report.

AYES: 6                      NAYS: 0                      PASSED

Resolved by Trustee Hickey, seconded by Trustee Baczynski to approve for payment check numbers 13779 through 13920 and payroll transfers for November and retirement transfer for October.

AYES: 6                      NAYS: 0                      PASSED

**6. Librarian's report** - was read and discussed; added:

- Bids were opened today at 2:00 p.m. for the Video Security System; Eight vendors responded. The bids ranged from \$30,700 to \$104,600. Bids will be analyzed by Russ Harbaugh of Media Control, Inc., and we expect a recommendation to the Board at the January meeting.
- Internal posting for Reference Assistant position has been successful. There will be four 16 hour positions starting January 7.
- Our Gift of Reading collection for the Detroit Free Press kids in need program netted 90 books, twice as many as last year!
- PLA is in Minneapolis March 25 - 29, 2008. Early Registration is through January 12.
- The Board viewed a 7-minute informational video on RFID technology for libraries produced by 3M on the subject from Checkpoint. A Dynix expert is coming in January to demonstrate and tell us how systems are working in various libraries.

**7. Trustee reports - nothing to report**

**8. Committee reports**

8.1 McCarthy & Smith Final Billing. Resolved by Trustee Bacynski, seconded by Trustee Hickey to approve for payment McCarthy & Smith Pay Application 15 (Nov 26) in the amount of \$91,089.75.

AYES: 6                      NAYS: 0                      PASSED

Change Order # 13. Resolved by Trustee Hickey, seconded by Trustee Broderick to approve approval of Change Order 13 in the amount of -\$40,780.86.

AYES: 6                      NAYS: 0                      PASSED

Merritt McPherson Cieslak Final Billing. Resolved by Trustee Anderson, seconded by Trustee Mackie to approve for payment to Merritt McPherson Cieslak \$2086.16.

AYES: 6                      NAYS: 0                      PASSED

**9. Old business\* (at the end of the agenda)**

9.1 Director Evaluation - Director Thomas requested that the Board move into closed session at 8:20 p.m. for purposes of discussing the Director Evaluation.

Resolved by Trustee Hickey, seconded by Trustee Bacynski to move into closed session.

Roll call vote:

AYES: Trustee Anderson, Bacynski, Broderick, Hickey, Mackie, Pappas - 6

NAYS: 0                      ABSENT: Trustee George                      PASSED

Following the closed session, President Pappas reconvened the regular meeting at 8:50 p.m.

Present - Trustee Anderson, Bacynski, Broderick, Hickey, Mackie, Pappas

Absent - Trustee George

**10. New business**

10.1 Technology Plan - Public libraries are required to file a Technology Plan every three years in order to qualify for partial reimbursement of telecommunications costs from the federal Universal Service Fund. Resolved by Trustee Hickey, seconded by Trustee Bacynski to approve the proposed USF E-Rate Library Technology Plan to cover the period July, 2007 through June, 2010.

AYES: 6                      NAYS: 0                      PASSED

10.2 Amend 2007 Operating Budget - Resolved by Trustee Bacynski, seconded by Trustee Hickey to amend the 2007 Library Operating Budget to a total of \$4,844,200.

AYES: 6                      NAYS: 0                      PASSED

**11. Adjourn** - Resolved by Trustee Mackie, seconded by Trustee Broderick to adjourn the meeting at 8:50 p.m.

AYES: 6

NAYS: 0

PASSED

Donna Broderick, Secretary