



**1986**

**Oakland County**  
**Library Board**  
**Minutes**

**Book 1 of 3**

Oakland County Library Board Minutes  
Executive Office Building  
Conference Room 105/6  
December 4, 1985

Meeting called to order at 9:06 a.m.

1. Roll call.

Board members present: C. Hugh Dohany, Leonard Baruch, Dr. William Keane, and Robert Gaylor. Excused: Bert Jackson.

Also present were: Phyllis Jose, Reference Library Director/County Librarian; Shirley Willing, Institutional Library Technician; Cathy Weiss, Literacy Office; Doug Whitaker, WOLF; Carole Hund, Subregional Library; Sharon Bostick, Reference Hotline; Jennie Cross, Oakland Schools Library; Dick Beer, Law Library; and Martha Sue McDermott, Library Technician.

2. Approval of the minutes.

RESOLUTION 85-40: Keane moved that the minutes be accepted as presented. Baruch, second. Motion carried.

3. Approval of the bills.

RESOLUTION 85-41: Gaylor moved that the bills presented be paid and that Jose be authorized to pay the final Subregional billings not to exceed the amount of \$9,364.02 and the final quarterly Geac billing. Keane, second. Motion carried.

4. Correspondence, Announcements and Call to the Audience.

No one wished to be heard at this time.

Item 4a and handouts 2 and 3 noted and filed.

5. WOLF - Whitaker.

Whitaker noted the following:

-At their November meeting the WOLF Board voted to authorize the final payment to Geac for the first phase equipment.

-Canton and Northville Libraries went live on the Geac system in November. Dearborn Heights will be up by the end of the month and 2 or 3 more libraries will be live in January.

-The Auburn Hills terminal has been installed. They hope to open in January.

Jose noted that item four in the Board's handouts were the WOLF October circulation statistics.

6. Literacy Office - Weiss.

Weiss noted the following:

-FUNDING: The Hometown America grant was turned down. The LSCA grant application will be reviewed in December. They are waiting to hear from B. Dalton and the Junior League of Birmingham.

-She has been told that the Literacy Office can reapply in February to the State Board of Education for funding. Last year they received \$10,000.00.

-They will be applying for grants from the Mott Foundation in February and the Skillman Foundation in March.

-PUBLICITY: On Monday, December 9th the DETROIT NEWS is sending out a reporter from the DETROIT METRO section to do an article on a tutor and student.

-WIVS is continuing to work on the documentary. It will include two Oakland County students and two tutors.

-Sandy Ritter has notified Weiss that they are co-coordinators for region one, which is comprised of Oakland and Macomb Counties.

-She will be meeting with the Adult Education Directors on December 10th.

6. Literacy Office continued.

-The Literacy Office has sixteen volunteer recorders to help keep records on the 96 tutors. She hopes to get more volunteers involved in management of the Council.

-A Literacy Project Committee meeting will be held immediately following the Board meeting.

-The Laubach Literacy Council Board will meet this evening at 6:00 p.m.

-The Easter Seal program will begin in mid-January, working with physically handicapped adults. They want to develop a program using their Apple computers and volunteers from the Literacy program; and possibly literacy volunteers with their home-bound clients. Once the program has been developed there is a good chance that the Easter Seal Foundation will be able to help with funding as well. Discussion followed.

7. County Librarian's report - Jose.

Written report noted and filed.

Jose noted that included with her written report were the five proposals regarding the Geac system and the proposed Hotline Committee.

She also noted the following:

-The MLA Public Policy Committee (formerly the Legislative Committee) has met.

-MLA is considering hiring a full time lobbyist firm. This action has been approved by the Headquarters and Finance Committee, the Public Policy Committee and will be brought before the Executive Board at their next meeting.

Discussion then followed regarding the Geac proposals.

RESOLUTION 85-42: Keane moved that the Library Board purchase a new circulation only terminal and that the present terminal be moved to the Reference Library workroom. Baruch, second. Ayes, three. Nays, one. Motion carried.

Jose noted that Baruch has agreed to chair the proposed Hotline Committee and that Shelley Gach, Huntington Woods Library; A. Michael Deller, Madison Heights Library; and Pat Wilson, Rochester Hills Library have agreed to serve on the Committee. Keane suggested that the Committee needed to be broader based. Suggestions for additions to the Committee included a Commissioner, local Library Board members and/or members of the Trustee Association. Discussion followed. Keane suggested that a committee be comprised of 3 professionals, 3 Trustee Association designates from libraries other than the professional designee's, 1 Library Board member and 1 Commissioner plus Jose and Bostick.

RESOLUTION 85-43: Keane moved that the Committee be comprised as suggested and that Baruch be appointed to serve as the Board representative and further, that the Committee have a March 1st deadline to report back to the Board with their findings. Gaylor, second. Motion carried.

Jose also noted that the Board had received the Reference Library's November statistics in their hand-outs.

8. Institutional Library Technician's report - Willing.

Written report noted and filed.

Willing noted the following:

-That after having seen the plans for the new jail facilities and talking with the Sheriff regarding the library furnishing needs for the new sites she would like permission to send a letter to the Sheriff requesting the library furnishings that each site will need. The Board concurred.

-There are plans calling for the replacement of her full time Deputy Aide with a male clerk position. However, the consent judgement calls for a full time Deputy in the Library, so she does not know how they intend to implement this.

8. Institutional Library Technician's report continued.

-That a letter be sent from the Board to the Pontiac Postmaster thanking him for donating the returned periodicals which allows Willing to give the inmates a larger selection of periodicals. The Board concurred. It was directed that a carbon copy be sent to Representative Bob Carr and to Mr. Pojenzi, also of the Pontiac Post Office.

Discussion then followed regarding the new jail facilities sites. Baruch asked if there were any ALA guidelines regarding furnishings and the number of books and periodicals required. Willing noted that there were and that she had already submitted them to the planning committee. Baruch asked Beer if his library was involved in the new facilities. Beer noted that they will be placing legal materials in the new sites as well. Discussion followed.

9. Law Librarian's report - Beer.

Written report noted and filed.

Beer noted the following:

-He had met with Don Lee of Computer Services regarding the OCLC M-300 work station.

-The Assistant Librarian's position is still open.

-Included in his report is an article written by Brenda White entitled, "The Librarian as Intermediary"

-Also included in the report are the Law Library's November statistics.

Dohany noted that the proposed merger of the Law Library and the Reference Library under the Library Board would go before the Finance Committee on December 5th and that a public hearing as required by P.A. 139 would be held on December 12th.

The legislation to enlarge the Library Board has met a slight snag but agreement has been reached and the bill will go back to the Senate. Discussion followed.

10. Reference Hotline - Bostick.

Bostick distributed the November statistics to the Board. She noted that statistics are increasing - especially reference questions.

Oakland University will be closed from 5:00 p.m. December 20th until January 2nd.

She will be sending out the HOTSTUFF NEWSLETTER and will include an article about the Hotline Committee.

11. Subregional Librarian's report - Hund.

Written report noted and filed.

Hund noted the following:

-The November circulation is up about a thousand books.

-One of the programs she is working on is a signed storyhour for deaf children and their families. Hund has also been in contact with Oakland Schools exploring the possibility of video taping the series.

-The other program is the "Let's talk about it" discussion group. She is looking for scholars who can give a 15-20 minute presentation prior to the group discussion of the book. Discussion followed.

12. Oakland Schools Library - Cross.

Cross noted that the OCULS inputting is almost completed. She had talked with Pat Morgan of the Wayne Oakland Region of Cooperation about the Union List and the reason they are not purchasing the new edition is financial. Additionally, Morgan would like the libraries to begin inputting into the state-wide union list. Discussion followed.

Cross distributed Oakland School's new Periodical Holdings Catalog.

She also noted that they have a new Video Catalog as well.

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13. Old business.

None.

14. New business.

1986 meeting dates: after discussion about moving the meeting date to the second Wednesday of each month the matter was tabled until the January meeting. The Board approved setting their next meeting for January 8th.

Baruch noted that he had two items he wished to bring up at this time.

-The ALA WASHINGTON NEWSLETTER contained an article regarding the contracting out of libraries and he would like Jose to see if she could find more information regarding this.

-He noted that he is serving on the ALA Program Committee and that he would like to be able to attend the ALA Mid-winter Conference that is being held in Chicago in January. Discussion followed.

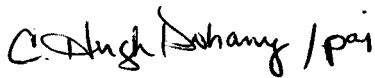
RESOLUTION 85-44: Keane moved that the Board approve the expenses for Baruch to attend the ALA Mid-winter Conference in Chicago in January to be paid from Library Board funds. Dohany, second. Motion carried.

15. Comments from the Audience.

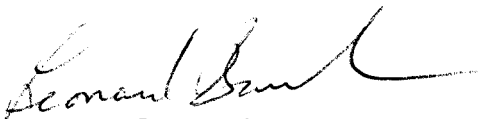
None.

16. Meeting adjourned at 10:30 a.m. Next meeting will be January 8, 1986 at 9:00 a.m. Executive Office Building, Conference Room 105/6.

Respectfully submitted.



C. Hugh Dohany  
Chairperson



Leonard Baruch  
Secretary

Oakland County Library Board Minutes  
Executive Office Building  
Conference Room 105/6  
January 8, 1986

Acting Chairperson Baruch called the meeting to order at 9:07 a.m.

1. Roll call.

Board members present: Leonard Baruch, Dr. William Keane and Robert Gaylor.

Excused: C. Hugh Dohany and Bert Jackson.

Also present were: Phyllis Jose, Reference Library Director/County Librarian; Dick Beer, Law Librarian; Shirley Willing, Institutional Library Technician; Sharon Bostick, Reference Hotline; Carole Hund, Subregional Librarian; Jennie Cross, Oakland Schools Library; Cathy Weiss, Literacy Office; Sandra Ritter, State Wide Regional Literacy Coordinator; Doug Whitaker, WOLF; and Martha Sue McDermott, Library Technician.

2. Approval of the minutes.

RESOLUTION 86-1: Keane moved that the minutes be accepted as presented. Gaylor, second. Motion carried.

3. Approval of the bills.

RESOLUTION 86-2: Gaylor moved that the bills presented be paid. Keane, second. Motion carried.

Jose noted that the Board needed to approve the Hotline contract for January - March 1986. Keane asked if this motion could be delayed until the Board had been given the information on the Hotline Committee meeting that had been held on Tuesday. Baruch then gave a resume of the Committee meeting. He noted that the additional members of the Committee were Susan Watson, Troy Trustee; Roger Ashley, Bloomfield Township Trustee; and Doris Lusk, President of the Oakland County Public Library Trustee Association. Among the topics discussed were: methods of payment; possible change to the penal fine law which would allow monies to be deducted before distribution; new cooperative structure; and a county wide millage. The Committee's recommendation for a short term solution was to ask each library to pay a one year fee, to be paid quarterly, based on a 7 cent per capita figure for each library's area. Discussion followed with the Board asking further questions of Baruch, Jose and Bostick. No action was taken by the Board regarding the Committee's report.

RESOLUTION 86-3: Keane moved that the Board approve the signing of the Hotline contract. Gaylor, second. Motion carried.

At this time item 8 - Institutional Library Technician's report was moved up the agenda.

8. Institutional Library Technician's report - Willing.

Written report noted and filed.

Willing noted that the letter to Sheriff Nichols had been sent and that the request for funding for furnishings and reading materials had been approved. The Trusty Camp will be building the shelves for the two new facilities.

Gaylor asked Beer if these facilities will have law libraries as well. Beer noted that the Law Library will be placing duplicate law materials in each facility. Discussion followed.

4. Correspondence, Announcements and Call to the Audience.

No one wished to be heard at this time.

Items 4a - 4g noted and filed.

5. WOLF - Whitaker.

Whitaker noted that the WOLF Board had accepted the auditors report from Plant Moran at their last meeting.

Whitaker then commented on the Hotline Committee's report in context with Wayne County Libraries and WOLF. Discussion followed.

Jose noted that the Board had received the WOLF November 1985 circulation statistics in their handouts.

6. County Librarian's report - Jose

Written report noted and filed.

Jose also noted the following:

-The order has been placed for the Geac circulation only terminal and that there had been a price reduction of \$440.00.

-She had attended the Public Library Trustee Board meeting and they are planning their annual legislative breakfast and annual meeting. Since the WOLF Board member will be appointed by the Library Board there will be no WOLF Board election for the libraries this year.

-The Board had received in their mailing and handouts: the Reference Library's December statistics, the current automation status report and the information on contracting out library services that had been requested.

7. Law Librarian's report - Beer.

Written report noted and filed.

Beer noted that the Assistant Librarian's position has not been filled.

In response to a question regarding Lexis and Westlaw Beer gave a brief explanation of the differences between the two computer data services.

Baruch asked Beer if he would prepare for the Board information regarding the Law Library's budget and an overview of the Law Library operations. Discussion followed with the further suggestion that a meeting could be held and a tour conducted for the Board at the Law Library.

9. Literacy Office - Weiss.

Written report noted and filed.

Weiss introduced her guest, Sandra Ritter, State Wide Regional Literacy Coordinator.

Weiss noted the following:

-Funding:

The Literacy Office had received two grants: \$1,000.00 from Gannett and \$5,000.00 from B. Dalton.

The decision for the LSCE grant was to be made this week.

Two possible projects in the works are: 1) The Regional Staff Development Collaborative grant for \$8,000.00 from the State Board of Education; and 2) a Regional Facilitators grant-amount unknown at this time.

They had also received two donations of \$50.00 from a student and \$25.00 from a tutor.

-A LITERACY HANDBOOK produced by the Library of Michigan is going to press this week.

-An article about the Literacy Office will be appearing in the DETROIT NEWS OAKLAND section.

-The WTVS programming on Literacy had begun on Tuesday evening on the Detroit Black Journal and would be continued this evening. Discussion followed.

-18 volunteers are making calls each month to tutors to keep track of volunteer hours.

10. Subregional Librarian's report - Hund.

Written report noted and filed.

Hund noted the following:

-The Subregional has received a large number of donations recently.

-An article regarding the Telephone Pioneers had appeared in the FARMINGTON OBSERVER.

-A braille Christmas card sent out by the Subregional to their patrons was passed around for the Board to see.

-Hund also distributed to the Board flyers regarding the "Let's talk about it" program and the "Deaf story hour".

11. Reference Hotline - Bostick.

Bostick noted that the Board had received the Hotline's December statistics. December was a relatively slow month with only copy requests increasing.

She had not seen the article about the Hotline that was to have been in the December issue of TECHNICALITIES. Bostick has also been approached regarding an article for the JOURNAL OF EDUCATIONAL MEDIA.

Bostick noted that she has decided to have an "open house" for the Hotline and invite not only the Library personnel but the Library Boards as well.

12. Oakland Schools Library - Cross.

Cross noted that the Hotline had been a topic of discussion at the Oakland Schools Library staff meeting.

Cross also noted that she had talked with Linda Hildebrand and the UNION LIST is just about ready to be printed off of Oakland University's word processor.

Baruch noted that the UNION LIST had received much praise at the Hotline Committee meeting.

13. Old business.

a) Jose noted that the Board needed to take action on the resolution expanding the Library Board from five to seven members.

RESOLUTION 86-4: Keane moved the following:

WHEREAS, Act No. 138 of the Public Acts of 1917, which governs County Library Boards, has been amended by Act 191 of the Public Acts of 1985 to allow for the expansion of the County Library Board from five to seven members by resolution of the Board of Commissioners;

NOW THEREFORE BE IT RESOLVED that under the provisions of Act No. 138 of 1917 as amended, the Oakland County Library Board hereby requests that the Oakland County Board of Commissioners adopt the attached resolution increasing the Library Board from five to seven members. Gaylor, second. Motion carried.

b) 1986 revised meeting schedule.

RESOLUTION 86-5: Keane moved that the Board adopt the revised meeting date schedule changing the regular meeting date to the 2nd Wednesday of each month. Gaylor, second. Motion carried.

14. New business.

None.



Oakland County Library Board Minutes

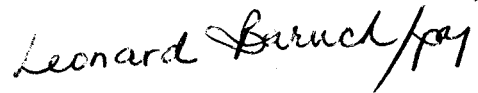
January 8, 1986

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15. Comments from the Audience.  
None.

16. Meeting adjourned at 10:35 a.m. Next meeting scheduled for February 12, 1986 at the Executive Office Building, Conference Room 105/6 at 9:00 a.m.

Respectfully submitted.

A handwritten signature in cursive script that reads "Leonard Baruch" followed by a slanted line.

Leonard Baruch  
Acting Chairperson

A handwritten signature in cursive script that reads "Martha Sue McDermott".

Martha Sue McDermott  
Acting Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

Commissioners' Auditorium  
Committee Room A

February 27, 1986

Prior to the meeting, County Clerk Lynn Allen administered the Oath of Office to the new Board members: The Honorable Steven Andrews, Commissioner William Hassberger, Lillian Russell and Joann Wilcox.

Meeting called to order at 8:40 am.

1. ROLL CALL.

Board members present: The Honorable Steven Andrews, C. Hugh Dohany, Robert Gaylor, William Hassberger, Dr. William Keane, Lillian Russell and Joann Wilcox. Quorum present.

Also in attendance: Phyllis Jose, Reference Library Director/County Librarian; Richard Beer, Law Library Director; Shirley Willing, Institutional Library Technician; Carole Hund, Subregional Librarian; Doug Whitaker, WOLF; Sharon Bostick, Reference Hotline; Jennie Cross, Oakland Schools Library; Mr. Russell, guest; and Martha Sue McDermott, Library Technician. Excused: Cathy Weiss, Literacy Office.

2. APPROVAL OF MINUTES.

Resolution 86-6: Keane moved that the minutes be accepted as presented. Gaylor, second. Motion carried.

Beer noted for the Board's information that in item eight (8), paragraph two (2), he had said that the Law Library would be placing duplicate law materials in the two new jail facilities. He has now been informed that they will be transporting the inmates to the jail to use the law materials.

3. APPROVAL OF THE BILLS.

Dohany briefly explained the Library Board's funding: that the Board oversees the operations of the Law, Reference and Subregional Libraries. He also explained that due to discounts and deadlines he had already signed the bills for the libraries and was requesting confirmation.

Resolution 86-7: Andrews moved to confirm the Chairman's action. Wilcox seconded. Motion carried.

Dohany called for questions:

Andrews asked about contract agreements for the Law Library Data Base Services. Beer confirmed that there was an agreed upon fee for user services.

Beer responded to Keane's request to explain the difference between Westlaw and Lexis.

Andrews asked if Penal Fines were part of the Library Board's funding. Dohany explained that penal fines went to the local public libraries; that the Library Board's function regarding penal fines was to approve distribution according to the population figures furnished by the state.

4. CORRESPONDENCE, ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

There was no response to the Audience Call.

Item 4a: A letter from J. Fry, Library of Michigan, regarding filing a letter of intent toward the use of Library Services & Construction Act (LSCA) Title II funds for the new building:

Gaylor asked if the Library Board was eligible for such funds.  
Jose noted that we are eligible.

Dohany remarked that it was his hope to be able to construct a library facility that would bring all of the library operations together. He further observed that at the Board of Commissioners' meeting that evening the Board would be awarding a contract for an analysis of the County's space needs. Dohany and other staff members would be meeting with the awardee regarding space requirements. He felt that the letter should be filed.

Gaylor noted that the letter must be filed by March 31st.

Dohany requested a motion.

Resolution 86-8: Wilcox moved that the Chairperson be authorized to fill out the letter of intent and bring it before the Board at the March meeting. Andrews seconded. Motion carried.

Item 4b: A letter from the Michigan Library Association regarding a donation to help offset a deficit in the 1985-86 fiscal budget which ends in June. After much discussion, it was decided to receive and file this letter.

Item 4c, Handouts 1 and 2 and additional handouts 3 and 4 noted and filed.

Additional handout 2: Letter from Rochester Hills Public Library Board to be brought to the March meeting under "old business".

Additional handout 5: Article from the Oakland Press, Gazette Section, regarding Suzanne Sutton, Deputy Director of Bloomfield Township, as the recipient of the Allie Beth Martin Award.

Resolution 86-9: Wilcox moved that the Chairperson send Suzanne Sutton a letter of congratulations from the Board on receiving the Allie Beth Martin award. Keane seconded. Motion carried.

5. WOLF - Whitaker.

Whitaker gave the new Board members a brief explanation of the Wayne-Oakland Library Federation and its services. He commented that the GEAC terminals have been installed at Hazel Park and Springfield Township Libraries. The Auburn Hills Library has opened and went on line on their first day. Brandon Township Library expects to go on line on March 3rd.

Jose noted that the Board had received WOLF's circulation statistics for December and a memo from D. Whitaker regarding the Hotline.

Discussion on Hot Line deferred until item 11.

6. COUNTY LIBRARIAN'S REPORT - Jose.

Written report noted and filed.

Jose reported briefly on the Trustee Association's Legislative Breakfast and the dues notice that the Board had received. She asked if the Board wished to authorize payment for the Board members who will be attending the Breakfast. Discussion followed.

Resolution 86-10: Keane moved that the Board authorize the payment of expenses for those Board members who wished to attend the Legislative Breakfast. Andrews seconded. Motion carried.

Jose reminded the Board that they had previously discussed joining the American Library Trustee Affiliation Program at a cost of \$50 per year but had decided to wait until the new Board was seated.

Resolution 86-11: Hassberger moved that the Board authorize the expenditure of \$50 from Library Board funds to join the American Library Trustee Affiliation Program. Gaylor seconded. Motion carried.

Jose noted that she had contacted the Michigan Library Association regarding the unexpired portions of Baruch's and Jackson's MLA Trustee memberships. MLA will allow the unexpired portions to be transferred. She would like authorization to use \$20 from the Membership account for the two new Board memberships.

Resolution 86-12: Keane moved that Jose be authorized to use \$20 from the membership account for two new MLA Trustee memberships. Gaylor seconded. Motion carried.

Jose also noted that the Board had received the Reference Library's January 1986 statistics, as well as the Annual Report for the Library Board, Reference and Institutional Libraries.

Dohany commented that the Law and Reference Libraries had received an United Way award for 100% participation in the United Way Campaign.

7. LAW LIBRARIAN'S REPORT - Beer

Beer noted that the Board had received the following in their packets:  
-the Law Library's annual report; December 1985 and January 1986 statistics;  
the Law Library's 1986 budget sheets; an article about Judge Andrews; and an article about the Law Library.

Next month, the Board will receive in their packets the parts of the consent judgment that pertain to the Law Library and how it is complying with the judgment.

8. INSTITUTIONAL LIBRARY TECHNICIAN'S REPORT - Willing.

Written report noted and filed.

Willing explained to the new Board members the functions of the Institutional Libraries. She told them that the City of Detroit no longer maintains jail facilities; Wayne County is not considered a holding facility, and therefore must provide legal materials to their inmates.

8. Institutional Library Technician's report (con't.)

In response to Gaylor's question, Willing said she was still receiving a large amount of periodicals from the Post Office and that she would not be able to provide the inmates with as great a selection without them.

Gaylor commented that in Willing's January report she had mentioned the need for a Laubach tutor and that the Literacy Office is working to resolve the problem. Willing noted that one of the teachers assigned to the Trusty Camp is a trained tutor.

Andrews said that he would like to see a copy of the Prisoner's Self-Help Litigation Manual. Beer promised to see that he received a copy.

Hassberger asked the meaning of the acronym "MOIS". Willing replied that it was Michigan Occupational Information Service.

Dohany noted that our County's Libraries are very unique and are not in competition with the local public libraries.

9. LITERACY OFFICE - Weiss.

Weiss excused.

Written report noted and filed.

Jose was pleased to announce that the Literacy Project had been awarded \$25000 in LSCA funding. The Library of Michigan is asking each recipient to sign a contract, a copy of which was included in the Board's mailing. She would like the Board to authorize her as Grand Administrator to sign and return the contract.

Resolution 86-13: Gaylor moved that Jose be authorized to sign the LSCA contract. Keane seconded. Motion carried.

Jose gave a brief explanation of the Literacy Project. Discussion followed on the following topics: the need for publicity in the Ortonville area; how tutors and students were obtained; that the Literacy Project has a \$5000 grant from the North Oakland United Way to be used specifically for students in the Ortonville/Brandon/Oxford area, and that they have been working with the Adult Education teachers in that area to identify students.

10. REFERENCE HOTLINE - Bostick.

Bostick said that the Board had received the Hotline's January 1986 statistics. Dohany noted that after April 1st, the Hotline would be handled by WOLF. Wilcox asked why the Library Board was giving up sponsorship of the Hotline. Discussion followed.

Whitaker explained that the proposal for WOLF to assume responsibility for the Hotline had been taken to the general membership of WOLF where it was unanimously approved. The WOLF Board subsequently voted to assume sponsorship of the Hotline. WOLF will be able to meet the April 1st deadline.

Bostick noted that she is still receiving nationwide interest from the ALA Poster session.

She advised the Board that Oakland University had received the necessary funds for the enlargement of the Kresge Library.

At this time Item 16 was moved ahead on the agenda because Judge Andrews needed to return to his courtroom.

16. MEETING DATE.

After discussion, the March meeting was arranged for March 27, 1986 at 8:30 am. Dohany advised that due to Leonard Baruch not being reappointed, a new secretary would need to be elected to fill the vacancy until August.

Resolution 86-14: Wilcox moved that Gaylor be elected Board Secretary to fill the vacancy. Keane seconded. Motion carried.

Dohany stated that the Board had received a proposed temporary table of organization for the libraries. He would like a motion to approve the organizational chart.

Resolution 86-15: Andrews moved that the Board approve the temporary organizational chart for the Libraries. Keane seconded. Motion carried.

11. SUBREGIONAL LIBRARIAN'S REPORT - Hund.

Written report noted and filed.

Hund discussed information received from the National Library Service regarding effects of Gramm-Rudman-Hollings Bill. There has been a freeze on Periodical subscriptions in braille format which means that they will not be offering any magazine subscriptions now. Another effect has been the cut of 100 titles from this years book budget and this is only the beginning of cuts on the national level.

Hund gave a brief explanation of the Subregional Library for the new Board members and noted that the Board had received a copy of the Newsletter in their mailing.

Gaylor asked if Hund knew whether there would be a cut in the postage appropriation. He indicated that there had been an article in the ALA Newsletter to that effect. Hund replied that she had not heard.

12. OAKLAND SCHOOLS LIBRARY - Cross.

Cross distributed the Educational Resource Center (ERC) statistics for July-December 1985.

Cross announced that the 6th edition of OCULS (Oakland County Union List of Serials) would be going to the printers on March 6th. The Executive Board will meet on March 13th to plan the distribution.

She also noted that the Government Printing Office is undergoing budget hearings and there is concern that Gramm-Rudman-Hollings will effect the distribution of depository materials.

Keane spoke briefly on the video tape program at Oakland Schools.

Beer noted that video tapes are being used to teach trial procedures.

Discussion followed.

13. OLD BUSINESS.

There was no old business at this time.

14. NEW BUSINESS.

Resolution 86-16: Gaylor moved that the Chairperson send L. Baruch a letter of appreciation for his many years of service on the Library Board. Keane seconded. Motion carried.

Resolution 86-17: Wilcox moved that the Board present Baruch with an appropriate gift. Keane seconded. Motion carried.

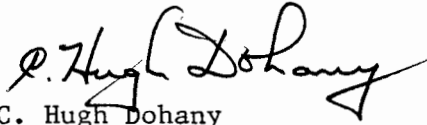
15. COMMENTS FROM THE AUDIENCE.

There were no comments at this time.

16. MEETING ADJOURNED.

The meeting adjourned at 10:32 am. Next meeting will be held on March 27, 1986 at 8:30 am., Committee Room A, Commissioner's Auditorium if available.

Respectfully submitted.



C. Hugh Dohany  
Chairperson



Robert Gaylor  
Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

Executive Office Building

Conference Room 105/6

March 27, 1986

Meeting called to order at 8:36 a.m.

1. ROLL CALL.

Board Members present: The Honorable Steven Andrews, C. Hugh Dohany, Robert Gaylor, William Hassberger, Lillian Russell, Joann Wilcox.

Board Members excused: Dr. William Keane.

Quorum present.

Also in attendance: Richard L. Beer, Library Board Administrator/Law Library Director; Phyllis Jose, County Librarian/Reference Library Director; Shirley Willing, Institutional Library Technician; Carole Hund, Subregional Librarian; Doug Whitaker, Wayne Oakland Library Federation; Sharon Bostick, Reference Hotline; Jennie Cross, Oakland Schools Library; Cathy Weiss, Literacy Office; Mr. Chris Redgeio, Regional Manager, B. Dalton Company and the Dayton Hudson Corporation; Martha Sue McDermott, Library Technician; Marty Johnson, Library Technician; Mr. Russell, guest.

2. LITERACY GRANT AWARD PRESENTATION.

A presentation of \$5,000 to the Oakland County Literacy Project, presented by Chris Redgeio, was accepted by Mr. C. Hugh Dohany, Chairman of the Library Board.

3. APPROVAL OF MINUTES.

Resolution 86-18: Hassberger moved that the minutes be accepted as presented. Wilcox seconded. Motion carried.

The secretary was advised that in the future, copies of resolutions referred to should be attached to the minutes and a copy kept in the master file.

4. APPROVAL OF THE BILLS.

a) Law Library.

Resolution 86-19: Hassberger moved that the bills be approved as submitted. Gaylor seconded.

Discussion: Clarification of the monthly statement.  
Motion carried.

b) Reference Library.

-item #1. Reference Library regular bills from account line item.

Resolution 86-20: Hassberger moved that the bills be approved as submitted. Gaylor seconded. Motion carried.



4. APPROVAL OF BILLS, Part (b) con't.

-item #2. Letter from the Wayne-Oakland Library Federation (WOLF) indicating the Reference Hotline charges.

After a brief discussion as to the period of time covered by each quarter, the chair called for a motion.

Resolution 86-21: Andrews moved that the proposed quarterly billing charges, covering April 1 through June 30; July 1 through September 30 for the WOLF Reference Hotline be paid from Library Board funds. Wilcox seconded. Motion carried.

5. CORRESPONDENCE, ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

There was no response to the Audience Call.

-Item 5a. Oakland Press, Gazette Section. A notice that the Reference Library received a Grant to combat illiteracy.

-Item 5b. Letter from Gloria B. Ellis, Walsh College Library Director.

-Item 5c. Letter from the Council on Resource Development (CORD).

Discussion: Andrews commented that these letters showed legitimate concerns, and felt that many people would not be able to avail themselves of the Reference Hotline due to the fact that their public libraries belong to other Cooperatives. There followed a lengthy discussion on the distribution of Penal Fines within Oakland County. Andrews felt that the District Judges believed that the Penal Fine money was actually going to the libraries. Jose explained that if the library is part of its city's millage and not an established fiscal entity the checks for Penal Fines go to the treasury of their governing body.

Resolution 86-22: Andrews moved that the chair send letters to Walsh College and to CORD indicating the Library Board's position. Gaylor seconded. Motion carried.

6. OLD BUSINESS.

-Item 6a. Letter from the Rochester Hills Public Library recognizing the District Judges' support.

Resolution 86-23: Andrews moved to receive and file the letter from Rochester Hills Public Library. Hassberger seconded. Motion carried.

-Item 6b. 1986 meeting dates: April 24 would be the next meeting of the Library Board at which time future meeting times will be decided.

-Item 6c. LSCA Title II letter of Intent. A statement of need had been prepared.

Resolution 86-24: Andrews moved to submit the application as prepared. Wilcox seconded. Motion carried.

6. OLD BUSINESS, con't.

Dohany distributed a list showing the possible organization of a Library Board Planning Committee to deal with all parts concerned in the construction of a County Library facility. A lengthy discussion followed as to who would sit on this Planning Committee. It was the general concensus of the Board that the librarians who regularly attend the Board meetings, along with Donald Malinowski, Director of the County Engineering Department, would be available to act as resource persons to the Committee.

Dohany suggested this be held over to the April meeting.

7. NEW BUSINESS.

There was no new business.

8. WOLF - Whitaker.

The Hotline contract has been completed and submitted to Oakland University for signature. The need now is to properly introduce it to the people. They must be informed on how it works and what its resources are; how it will integrate with other inter-library loan reference services that now exist. In the near future, the WOLF reference librarians are planning a workshop/open house for those who have not yet seen the Hotline facilities. In a progress report of the GEAC Circulation System, Whitaker stated that the Berkley and Oxford libraries will go "on-line" within the month.

9. LIBRARY BOARD ADMINISTRATOR'S REPORT - Beer.

Beer distributed part of the Consent Order pertaining to requirements to supply information and case material to inmates of the Oakland County Jail. Whatever request sent by an inmate to the Law Library must be recorded, and the materials returned within 72 hours. As shown on the library statistics, over 10,000 pages were xeroxed for 283 requests in the month of February.

Beer told of a meeting he had with Don Lee of Computer Services, and he hopes to have a recommendation to make to the Library Board by the next meeting. Beer had also been in conversation with a Mr. Bill Lyden regarding a data base called LOGIN, A Local Government Information Network. The price was \$2,800/year. He will have a recommendation at the April meeting.

10. COUNTY LIBRARIAN'S REPORT - Jose.

On March 26th, the Reference Library delivered the 6th edition of the Oakland County Union List of Serials (OCULS) to the printers. Order forms will be sent to the participating libraries. The Library Board has always paid for one copy for the participating public libraries in the County at a cost of \$20. Jose stated that the cost should remain the same for the next couple of editions. It is her recommendation that the Board authorize the transfer of funds to meet that expenditure. There are 37 participating libraries @ \$20 each and one non-participating library, (Auburn Hills just established) at \$50 for a total of \$790.

10. COUNTY LIBRARIAN'S REPORT, con't.

Resolution 86-25: Gaylor moved that funds be transferred from the Library Board account to the OCULS sub-account. Wilcox seconded. Motion carried.

As copyright agent for the OCULS, Jose requested authorization of a copyright fee of \$10 to be taken from the office supplies account #4898.

Resolution 86-26: Wilcox moved authorization of \$10 for the copyright fee to be taken from Office Supplies Account #4898. Gaylor seconded. Motion carried.

Registration forms for the Michigan Library Association Legislative Day have come and are for any Library Board member who wishes to attend. The cost is \$20 plus an additional \$8 for lunch.

Resolution 86-27: Wilcox moved that any Board member who wishes to attend be authorized. Gaylor seconded. Motion carried.

Discussion: The American Library Association advised that membership could be transferred to another Board member. Wilcox agreed to receive Leonard Baruch's ALA membership. Jose will contact ALA to arrange this.

Regarding the American Library Trustee Affiliation Program, Jose noted that the Board had voted per Resolution 86-11 to participate. Jose said that the Board might wish to reconsider this participation as there would be only one mailing to the Library Board and not to individual members as was understood.

Resolution 86-28: Gaylor moved to reconsider Resolution 86-11. Andrews seconded. Motion carried.

Resolution 86-29: Wilcox moved not to participate in the ALA Trustee Affiliation Program. Gaylor seconded. Motion carried.

Beer asked Jose to acquire a State Trustees Manual for each Board member. At the request of the Chairman, Beer and Jose will begin to prepare a policy statement for discussion and consideration by the Board.

11. INSTITUTIONAL LIBRARY TECHNICIAN'S REPORT - Willing.

Written report noted and filed.

Willing stated that Steve Gulvezan and Mark Andrews from WOLF were scheduled to visit the Jail Library and requested someone from the Law Library be available to speak with them. At the present time, Wayne County does not have to furnish law materials because they have no "sentenced" inmates.

The Jail Library will soon be assigned ~~a deputy, and also~~ a male clerical.

12. OAKLAND COUNTY LITERACY PROJECT - Weiss.

Written report noted and filed.

For the benefit of the new Board members, Weiss gave an explanation of the initiation of the Literacy Project and told how and by whom they were funded.

12. OAKLAND COUNTY LITERACY PROJECT, con't.

Weiss stated that there were approximately 138,000 functionally illiterate adults and that the census showed 154,000 people below the eighth grade level. The project gets their statistics by a commonly used percentage based on adult performance levels done in 1975. There will be new federal figures published soon.

13. SUBREGIONAL LIBRARIAN'S REPORT - Hund.

Written report noted and filed.

Hund distributed a comparison study showing the new Board members how the Oakland County Library for the Blind and Physically Handicapped fits into the picture in the State of Michigan.

Hund reported on the reaccreditation team of the Greater Detroit Society for the Blind. She believes this to be an excellent social service agency which is available through the metropolitan area for people who are visually handicapped.

Hund was reassured by Margaret Wolfe of the Library of Michigan that the mailing priveleges would continue at least throughout this year and next.

Referring to the prior discussion (agenda #5), Hund noted that the City of Troy is no longer a member of the Oakland County Library for the Blind and Physically Handicapped. Troy patrons receive their services from the Macomb County Library because of the cooperative boundaries.

Hund was in receipt of a \$5,000 grant with which she intends to buy permanent floor model display units for each public library. The Library will send a yearly evaluation letter to each library director and hopes to gain some statistical knowledge on the impact of the displays.

The Library of Congress has cut back on materials for the Blind and Physically Handicapped. There were 100 less titles to be recorded in the coming year, and magazine subscriptions have been frozen.

14. REFERENCE HOTLINE - Bostick.

Statistics and an article concerning the Hotline were distributed to the Board. Bostick gave a report on the Legislative Breakfast and stated that it was very well attended. The Hotline will begin with WOLF on April 1. During the first month, they will be sending letters and hope to have a newsletter ready for the public libraries soon.

Bostick said that her staff would also be available to come to specific meetings to report on the Hotline.

15. OAKLAND SCHOOL LIBRARY REPORT - Cross.

Cross distributed informational statistics.

The Oakland County Union List of Serials is now at the printers. They are planning to move this from the WANG to the IBM format.

15. OAKLAND SCHOOL LIBRARY REPORT, con't.

Cross will be attending an Instruction Television Conference in Dallas in April.  
The Oakland School Library also serves school children who are visually impaired in a companion program to what is being done in Oakland County Library for the Blind and Physically Handicapped. She invited Board members to visit their facility.

16. COMMENTS FROM THE AUDIENCE.

Jose noted that the American Library Association conference is in July and it is in the Budget that the expenses of the County Librarian and one Board member are to be paid.

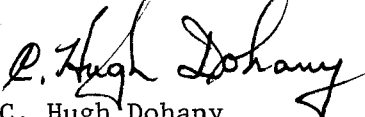
Resolution 86-30: Wilcox moved that the expenses of Jose and Gaylor be paid to attend the ALA conference in New York. Russell seconded.  
Motion carried.


17. CONFIRM APRIL MEETING DATE/ADJOURNMENT.

The next meeting of the Library Board will be held on April 24th at 8:30 am. in the Commissioner's Conference Rooms, Committee Room A.

The meeting was adjourned at 10:43 am.

Respectfully submitted.

  
C. Hugh Dohany  
Chairperson

  
Robert Gaylor  
Secretary