

MINUTES

OAKLAND COUNTY LIBRARY BOARD

Commissioners' Conference Room
Committee Room A

April 24, 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, Dr. William Keane, Lillian Russell, Joann Wilcox.

All members present.

Also in attendance: Richard L. Beer, Library Board Administrator/Law Library Director; Phyllis Jose, County Librarian/Reference Library Director; Sharon Bostick, Reference Hotline; Jennie Cross, Oakland Schools Library; Carol Hund, Subregional Librarian; Shirley Willing, Institutional Librarian; Doug Whitaker, Wayne-Oakland Library Federation; Cathy Weiss, Literacy Office; Marty Johnson, Library Tech; Don Malinowski, Facilities Engineering, guest; Mr. Russell, guest.

2. APPROVAL OF MINUTES.

The minutes were corrected by Jose, Willing and Keane.

Resolution 86-31: Hassberger moved that the corrections be approved. Gaylor seconded. Motion carried.

Resolution 86-32: Hassberger moved that the minutes be accepted as corrected. Gaylor seconded. Motion carried.

3. APPROVAL OF BILLS.

a) Law Library:

Resolution 86-33: Wilcox moved that the Law Library bills be accepted as presented. Gaylor seconded.

Discussion: Beer explained that Satellite Libraries consist of continuations that are located in the various courts, Prosecutor's offices, Corporation Counsel, and any County office other than the Law Library. There are 24 Satellites and each has an essential library of its own. Beer said that in the budget they are combined, but were divided for the Board to show the difference.

Motion carried.

b) Reference Library:

Jose presented the Reference Library regular bills; charges from the books account in the amount of \$2,210.26; the Sub-regional account in the amount of \$21,051.57. Jose noted that three invoices were received for capital outlay and explained that Farmington Public Library had bought the furniture for the Library for the Blind and Physically Handicapped and that the Library Board repaid them at \$1,500 per year as agreed upon. The remaining balance owed is \$674.

3. APPROVAL OF BILLS, con't.

Resolution 86-34: Andrews moved that the Reference Library bills be paid.
Gaylor seconded. Motion carried.

4. CORRESPONDENCE, ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

There was no response to the Audience Call.

-Item 4a. Letter from the Troy Public Library noted and filed.

Beer commented that, upon the direction of the Chair, he had sent a letter to Ms. Ellis of Walsh College and to Mr. Kershner, president of the Council on Resource Development (CORD). With these letters he had included both the letter from the Troy Public Library and a copy of the disbursement of the penal fines.

-Item 4b. Bostick's letter about the Hotline was added to the agenda as item 4b.

5. OLD BUSINESS.

-Item 5a. Time and date of future meetings.

Resolution 86-35: Andrews moved that a permanent calendar be established for meetings to be held on the 4th Wednesday of each month at 3:00 p.m. Keane seconded. Motion carried.

Discussion: It was agreed that Dohany, Beer and Jose would meet to arrange the agenda so that the reports of the librarians could be given earlier in the meetings.

-Item 5b. Appointment of the Planning Committee.

Dohany distributed a list of persons he recommended explaining that he had tried to choose a representative group. He recommended the following persons be appointed:

<u>Member</u>	<u>Representing</u>
George Googasian	Law Library Foundation
Don Malinowski	County Executive
Alexander Perinoff	Planning & Zoning Committee, Bd. of Comm.
Leonard Baruch	Library Trustees Association
Joann Wilcox	Library Board
Judge Steven Andrews	Library Board
C. Hugh Dohany	Library Board

Resolution 86-36: Andrews moved that those named be appointed. Gaylor seconded.

Discussion: It was urged by several Board members to include a representative from the public libraries on the committee. Dohany noted that committee members could always be added. He wanted to expedite the appointment of the Planning Committee to ascertain the requirements for library space. Dohany explained that the County would be bringing in a consultant to study space requirements for the whole County and that this person would be coming to the Planning Committee for their findings.

Call for the Question: Motion carried.

5. OLD BUSINESS, con't.

-Item 5c. Penal Fines.

Discussion: Dohany emphasized that, based on the amount of money there is, and the population that is served by each library, 100% of the money is sent, but, in some cases, it is up to the local municipal body to determine how the money is spent.

(secretary's note: see item #7)

6. NEW BUSINESS.

Beer, Jose and Dohany met with the County Accounting Department to go over all of the library accounts. In order to streamline bookkeeping with the combining of the two libraries into a single entity, Dohany asked for a resolution to close fund 26900, the amount of which is \$32,258.20, into fund 26800.

Resolution 86-37: Andrews moved to close fund 26900 into fund 26800. Wilcox seconded. Motion carried.

7. WOLF - Whitaker.

-Item 7a. Independence Twp., Madison Heights and Franklin are the only three public libraries in Oakland County that have not begun to affiliate with the Automated Circulation System. Whitaker believes these three will join shortly.

-Item 7b. WOLF received a check from Bloomfield Twp. Public Library representing their share of the first quarter costs of operating the Hotline, and are expecting Birmingham to follow as they are under the same directorship.

-Item 7c. Mr. Leo Dinnan, Director of WOLF, was one of the speakers on Library Finance at a meeting of the Rural Libraries Conference in Lansing on April 23. One of the purposes of the conference was to operate a half-day training session for librarians on how to influence the kinds of legislation that the Michigan Library Association has tried to put forth this year.

Discussion: Gaylor questioned the probability of Troy joining the Hotline. Whitaker responded that it seemed to be a final decision. In the discussion that followed, it was pointed out that information should be sent to the Judges and the Board of Commissioners to help them understand that although penal fines are supposed to go to the libraries, much of it goes into the general fund of their governing bodies. It was decided to prepare an informational letter to be sent so there is no question as to what happens to the funds. The discussion resulted in the following resolution:

Resolution 86-38: Andrews moved that the Chair draft a letter for the Board's consideration and approval to be sent to the District Court Judges and the County Commissioners. Wilcox seconded. Motion carried.

13. HOTLINE LIBRARIAN'S REPORT - Bostick.

This report was moved ahead on the agenda to accommodate Sharon Bostick who had another meeting.

Bostick noted that this would be her last Library Board meeting.

The final statistics of the Hotline were distributed. Bostick observed that now that people are becoming familiar with the new arrangement, the Hotline usage has increased by 13%. Oakland County libraries were using the Hotline more than ever in April and it is getting a good response from the Wayne County libraries.

The Hotline facilities are having an Open House on May 9. It is to be informal with a tour and a question and answer period. They will have a new Hotline Handbook for the public libraries by summer.

Bostick explained the "Reference Book Giveaway" as the donation to Hotline Libraries of new and used reference books no longer needed by the University Library.

12. SUBREGIONAL LIBRARIAN'S REPORT - Hund.

At Dohany's request, this report was moved ahead on the agenda.

-Item 12a. Written report noted and filed.

Beginning May 1, the Holly patrons, numbering fourteen, are being transferred to the Flint Cooperative Library due to cooperative boundaries. The Subregional in Farmington will retain two of the Holly people because they are large print readers only, and the Flint library does not provide large print service. Hund has supplied Lansing with all of the information on these patrons, and in the future it will be up to the Regional Library in Lansing and the Flint Subregional to service and respond to these people. Hund explained that even though Holly is in Oakland County, they are part of the Mid-Eastern Library Boundary.

-Item 12b. Chair's request for approval of letter to State Library of Michigan.

Dohany stated that the County would begin its budget hearings on June 1, and he wanted some assurance before that time that the Subregional Library for the Blind and Physically Handicapped would be able to serve all Oakland County patrons. He explained that the Subregionals are controlled by various cooperative boundaries and that while the State subsidizes most of these, our County contributes \$71,000 per year to the Subregional in Farmington. Dohany felt reluctant to ask the Board of Commissioners to continue to support this library if it couldn't serve the whole county. He asked for authorization to send a letter to the State Library Board requesting that Oakland County be one area for the Library for the Blind and Physically Handicapped. While we can not control cooperative lines, the State Library can control where the Subregional will be and what area it will serve. If the facility to be built is to include this library, it should be available to all Oakland County citizens. If it must remain in cooperative boundaries, then the responsibility for the appropriations should come from WOLF.

Resolution 86-39: Andrews moved that a letter be sent to the State Library Board. Russell seconded.

Discussion: During the discussion that followed, it was pointed out that this move was only for the Library for the Blind and Physically Handicapped and not

12. SUBREGIONAL LIBRARIAN'S REPORT, item b, con't.

for other services within the cooperative boundaries. Dohany stated that the Law Library and the Reference Library serviced all of Oakland County citizens and that, if housed in the same building, the Library for the Blind and Physically Handicapped should do so, also.

Whitaker felt that the State Library might be amenable to suggestions.

Call for the question: Motion carried.

8. LIBRARY ADMINISTRATOR'S REPORT - Beer.

Written report noted and filed.

-Item 1. National: Beer commented on a letter received from Carol Henderson, Deputy Director of the ALA Washington Office, regarding increments in the AT & T charges. Henderson wrote that continued rate increases will soon approach the original AT & T request of 73% and asked that the Library Board send a letter to the Honorable Mark S. Fowler, Chairman of the FCC Commission in Washington.

Resolution 86-40: Keane moved that, using discretion, a letter be sent to Mark S. Fowler. Andrews seconded. Motion carried.

Discussion: It was suggested that letters be sent to all of the Oakland County Representatives in Washington.

-Item 2. Local: Beer called attention to the recommendation made in his written report regarding the Local Government Information Network (LOGIN), and asked the Board for a resolution on that recommendation.

Resolution 86-41: Wilcox moved to delay consideration of the LOGIN Data Base until a later date. Hassberger seconded. Motion carried.

Beer requested the Board's permission to attend a two day workshop in Ann Arbor in June entitled: MANAGEMENT: Paths to Effective Leadership, being conducted by Dr. John Rizzo.

Resolution 86-42: Wilcox moved that Beer attend the two day workshop. Hassberger seconded. Motion carried.

To facilitate handling, Beer asked that all materials to be mailed to the Board each month be in the Administrator's offices seven days prior to each meeting date. As this was considered to be an Administrative Guideline, no resolution was necessary.

9. COUNTY LIBRARIAN'S REPORT - Jose.

Written report noted and filed.

Jose announced that the Oakland County Union List of Serials had been printed and that distribution would take place at 9:00 a.m. on April 28th at the Bloomfield Twp. Library. At this time they would handle orders for the participating libraries only, and with the copies left over, they would begin mailing to the non-participating libraries.

Jose indicated that the GEAC terminal had arrived and was in place and that on May 1, they would be attaching notices to the paycheck stubs of every county employee, explaining alternative plans available to take advantage of this system.

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

Jose reminded the Board of the announcement of the May 12th meeting of the Library Trustees Association. Bob Gaylor is to conduct a tour of the Meadowbrook mansion. Contact Doris Lusk or Phillis Jose for reservations.

Jose told of a booklet called Libraries and Literacy which was sent to each library by Mr. Jim Fry. She said that it gave a very good overview of library involvement in literacy and the literacy problem itself.

A picture of the new Auburn Hills Public Library and a companion article were shown to the Board. Jose stated that this was a really fine facility.

10. INSTITUTIONAL LIBRARY TECHNICIAN'S REPORT - Willing.

Written report noted and filed.

Willing stated that they had received approximately 500 special requests, and were able to fill all but about 50 of them.

The Institutional Library added 399 volumes to the library, including a donation from the Reference Library of a set of 1981 Americana. They replaced a 1957 set. This was donated to the Trustee Camp.

The new facilities are not yet open, and they still have no shelves for that building, but Willing stated that she had found a place and would hope that it would be available for shelves.

Wayne Devore, the new clerical assigned to the Library, has been doing a fine job. Willing says that the addition of a clerical person has been a tremendous help.

11. OAKLAND COUNTY LITERACY PROJECT - Weiss.

The Literacy Project continues to get new referrals. Weiss believes this means they are touching the right organizations. The Literacy Project has been using Public Service Announcements on the radio, and they consider it one of the best ways to communicate. They also get a lot of referrals from the various agencies in Oakland County. They look to the people who have contact with illiterate adults, also, and explain to them how well the program works. Weiss said that they have received favorable comments from the Adult Education programs. They feel that the Project volunteers are making a major contribution in keeping the adults in the classrooms.

Weiss noted that on May 12th, Channel 7 will be doing a five-part series on illiteracy at the end of their 6:00 p.m. news program. Doris Biscoe will be conducting this program. One of the Project's students was interviewed and Weiss invited everyone to watch it.

In September, ABC and PBA will present a national program on Project Literacy US, (PLUS). This should generate many phone calls from volunteers as well as students.

Weiss said that their offices might be moved within Oakland Schools, but that their telephone number should remain the same.

The next training session will be held May 2 and 9 in Holly in joint sponsorship with Holly Community Education. Weiss commented on the Literacy Publication that the Library of Michigan did. She thought the State Department of Education would use it until they got their own handbook in place.

14. OAKLAND SCHOOL LIBRARIAN'S REPORT - Cross.

Cross reported on the National Television Association Conference she attended in Dallas. She commented very favorably on the types of equipment and the advances being made in telecommunications. She said one of the most interesting sessions she attended demonstrated the use of digital radio effects to portray music; choreographing visual effects.

15. COMMENTS FROM THE AUDIENCE.

Dohany introduced Mr. Don Malinowski, Facilities Engineering, as a member of the new Planning Committee.

16. CONFIRM MAY MEETING DATE/ADJOURNMENT.

The May meeting of the Library Board will be held at 3:00 p.m. on May 28th.

The meeting was adjourned at 10:05 a.m.

Respectfully submitted

C. Hugh Dohany
Chairperson

Robert Gaylor
Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

Commissioners' Auditorium
Committee Room A

May 28, 1986

Meeting called to order at 3:07 p.m.

1. ROLL CALL

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

Board Member excused: Lillian Russell

Quorum present.

Also in attendance: Richard L. Beer, Library Board Administrator/Law Library Director; Phyllis Jose, County Librarian/Reference Library Director; Jennie Cross, Oakland Schools Library; Carole Hund, Subregional Librarian; Doug Whitaker, Wayne-Oakland Library Federation; Cathy Weiss, Literacy Office; Marty Johnson, Law Library; Larry Frank, Director, Troy Public Library, guest; Kay Grabbe, Director, Waterford Twp. Public Library, guest; Beverly Papai, Director, Farmington Community Library, guest.

Excused: Shirley Willing, Institutional Library Tech.

2. APPROVAL OF MINUTES.

The minutes were corrected by Jose, Keane and Cross.

Resolution 86-43: Hassberger moved that the minutes be accepted as corrected. Gaylor seconded. Motion carried.

3. APPROVAL OF BILLS.

a) Law Library bills corrected by Keane, Gaylor.

b) Reference Library: Jose presented bills for books, special projects and the new GEAC terminal.

Resolution 86-44: Keane moved that the bills be approved as corrected. Andrews seconded. Motion carried.

4. CORRESPONDENCE, ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

The guests were introduced and were welcomed by the Library Board.

-Item a. Letter sent to the FCC and to the Oakland County Representatives was noted and filed.

4. CORRESPONDENCE, ANNOUNCEMENTS AND CALL TO THE AUDIENCE, con't.

-Item b,c,d,e & f: Correspondence regarding the Subregional Library for the Blind and Physically Handicapped was discussed in chronological order. All correspondence appeared to agree that the Subregional should service all of Oakland County, however, there was some concern over moving the location. Dohany indicated that this was a subject that would be reviewed thoroughly by the Library Study Committee and had already been briefly discussed at the first meeting of that committee.

Hund stated that she had received a call from the Library of Michigan indicating that the patrons from Troy, Holly and S. Lyon would be returned to the Oakland County Subregional effective July 1.

Beverly Papai, Director of the Farmington Community Library, expressed the hope that the Board appreciated the part that the Farmington Library plays in the Subregional service and the impact the ultimate decision would have on Farmington's long term planning. She thanked Beer for his recent visit to their library and invited other members of the Library Board to visit.

In answer to a question from Larry Frank, Director of the Troy Public Library, Dohany stated that the Oakland County Library Board was the first in the state to have a Subregional for the Blind and Physically Handicapped. It was developed for the whole county and has nothing to do with cooperative boundaries. He explained that the Library Board was very concerned because the Oakland County Commissioners will not subsidize this service unless it serves the whole county.

-Item g: Letter of appreciation from the Michigan Wild Life Association for the donation of a set of the Michigan Statutes Annotated.

-Item h: Letter from the Oakland County Historical Commission requesting that "a component of (the proposed library) be available for historic records..."

Wilcox gave a brief report on the Library Study Committee meeting held on May 27, 1986. This Committee met to plan a "base of operations" and to study space requirements. It was felt there was need of a consultant to advise the Committee, and Mr. George Googasian, representative of the Law Library Foundation, stated that the Foundation would finance a consultant of the Committee's choice. A sub-committee was formed to review consultants and make a recommendation to the Study Committee.

Keane asked if someone from the public library community had been invited to join the Study Committee. Dohany told him that Stephen Kershner, Director of the Bloomfield and Baldwin Public Libraries, had been appointed and asked for a motion to that effect.

Resolution 86-45: Hassberger moved to add Stephen Kershner's name to the Library Study Committee. Gaylor seconded. Motion carried.

5a. LIBRARY BOARD ADMINISTRATOR'S REPORT - Beer.

Written report noted and filed.

Correction: William Kienzle, not Neil Shine, was the speaker at the Trustee's dinner at Meadowbrook, Shine having been the speaker at Law Day.

5b. COUNTY LIBRARIAN'S REPORT - Jose.

Written report noted and filed.

Application forms had been received for the Federal LSCA Literacy Grant. Jose explained that part of the assurances of the Grant was that the Library Board would have to adopt a resolution applying for the Grant. Since the Board was not due to meet again until after the application was due, Jose offered several options for confirming the application.

Resolution 86-46: Andrews moved that a special meeting of the Library Board be held on June 18 to approve the Grant application. Keane seconded. Motion carried.

Discussion: It was questioned as to whether or not the Board had the authority to enter into this contract. It was decided to request a written opinion from the Oakland County Corporation Counsel to be attached to the Grant application.

Jose also noted that at the quarterly meeting of the Wayne-Oakland Library Federation Leo Dinnan discussed a proposal to bill libraries additional funds from their penal fine revenues to be held in escrow to update and expand the GEAC system.

Jose also called attention to the Survey of Public Library Funding (attachment 5b,#6) pointing out that penal fines account for more revenue than State Aid.

5c. WAYNE-OAKLAND LIBRARY FEDERATION - Whitaker

The proposal to bill libraries additional funds from their penal fine revenues was unanimously approved by the WOLF Board and formal communications had been sent to each Library Board asking them to endorse it before it goes into effect. Whitaker explained that the plan would yield \$546,000 to purchase the third component of the computer system which would enable WOLF to operate up to 300 terminals and would also enable libraries to begin to use their electronic communication system for card catalog inquiries. Each member community will be billed a charge that is equal to 30¢ per capita on its population. The first returns from member libraries are very encouraging, Whitaker said. WOLF will work out a charge plan for the Oakland County Library Board.

On the subject of library building, Whitaker said there are at least four libraries in Oakland County who are talking with architects right now; five more who are about to talk to architects; three or four more who may be contemplating a new building. Whitaker thought the reason for this is that every aspect of library use is very strong.

Attachment 5c,#4. Tax Information was distributed at the last WOLF quarterly meeting. Note especially the section that states "Donations to 'Friends of the Library' groups allow the donors to claim a tax deduction on their federal income tax returns..."

Gaylor stated that a letter had been sent to Frank Kelley, the Attorney General, asking him to restate his opinion to discern whether or not all "Friends of Libraries" groups would be able to claim a tax deduction.

5d. INSTITUTIONAL LIBRARIAN'S REPORT - Willing.

Shirley Willing was excused. Written report noted and filed.

5e. OAKLAND COUNTY LITERACY PROJECT - Weiss.

Because of the Public Service Announcements on radio and television, there is an increase in awareness of the problem of literacy. Their students have increased dramatically.

Jeanne Findlater, Executive Director and Vice President of Channel Seven, is planning to present Michigan Methods, a combination of methods being used to combat the literacy problem. Ms. Findlater has been in communication with Chrysler, Kroger, K-Mart and McDonald's. Weiss stated that there was a good possibility that K-Mart will be sponsoring literacy projects all over the country.

In addition to the Channel Seven programming, Weiss said they were involved in a project called Metro Pontiac Assault on Literacy. There will be a press conference involving the Mayor of Pontiac, Governor Blanchard and others for a tremendous sendoff on the literacy issue in Pontiac.

On June 10 through 12, Weiss will be attending a conference in Knoxville, Tenn., to present the Oakland County project on behalf of the State of Michigan.

Gaylor asked about working with jail inmates. Weiss explained that, while the jail was cooperative, tutoring the inmates required a "one on one" tutor. At the present time, they had more than enough to handle without the jail. Along with other programs Channel Seven is doing, Doris Biscoe is preparing three one-half hour programs and they are working on an hour long documentary on literacy instruction.

Weiss said they had run into difficulties trying to train tutors at Oakland Community College. There is no problem tutoring those below the 4th grade level, but OCC has a lab for illiterates above that level and they ran into problems when they attempted to bring outside tutors.

5f. SUBREGIONAL LIBRARIAN'S REPORT - Hund.

Hund thanked everyone involved with bringing back all the Oakland County patrons. Although she had not heard how it was going to take place, Hund expected all of the people would be returned by July 1. She felt that everyone would be very supportive during the transition period. Once the patrons are back, Hund will be working on an update of the Demographic study.

Although Hund agreed that it will be confusing for the patrons who have just been transferred to be returned to the Subregional in Farmington, she felt that everyone concerned would be helping them through the transition. There will be no lapse in service.

There were 368 people who went through the "Health O'Rama" presentation held at the Mercy Center. Hund said that having a display was always a good way to inform people of their services. Kay Grabbe, Director of the Waterford Twp. Public Library, thought a display had great impact on a patron, who would have some idea of what was being offered. They would then refer people who need this kind of service.

Referring to the Grant the Subregional had received, Hund said they would be purchasing display units for each public library. Hund also outlined how she worked with all libraries in Oakland County, including those in the outlying areas, explaining that she and her staff are always ready to talk to local organizations such as the Lion's Club, AARP, etc.

5g. OAKLAND SCHOOLS LIBRARIAN'S REPORT - Cross.

Cross distributed copies of their newsletter which listed the 16 mm film that had recently been transferred to video tape. They can then distribute these copies to their constituents. Cross emphasized that in transferring film to VCR cassettes they were very careful to duplicate only what they had the right to do. In some cases the rights allow them to duplicate one copy per district, or 28 videos. Some can be housed in the district, some may only be valid for two years and they must then be erased.

After some discussion of the advantages of video cassettes, Cross said she believed that, while there was no indication that films for the classrooms would be abandoned, the emphasis in collection building will gradually change more to video cassettes and less to film.

While previewing films at ASTD, Cross was impressed by the great number of exhibits displayed by companies concerned with literacy.

6. OLD BUSINESS

Beer has been doing some research prior to preparing the final copy of the "Penal Fine Letter" to be sent to the District Court judges and the Oakland County Commissioners. A copy of the final draft should be mailed out to the Library Board before the next meeting in June.

7. NEW BUSINESS

Beer distributed copies of goals and objectives set over the years by the Library Board. He explained that in order to determine what functions and services the new library will have, the Board would have to update their formal statement of goals and objectives. The Board members agreed that these should be formulated soon for the Library Study Committee and the consultant. While these goals and objectives would be for the Library Board per se, they will certainly carry over to the library.

In view of what he felt to be a real lack of direct communication between our Library Board and the public librarians and their trustees, Gaylor suggested an open meeting, or forum, with Oakland County representatives from the WOLF Board and the Oakland County Library Board available to respond to questions. Gaylor felt there could be some problems that the Board would be very wise to face. After some discussion, Dohany suggested that Jose and Gaylor draft a plan for a proposed fall meeting.

8. COMMENTS FROM THE AUDIENCE.

No one wished to be heard.

9. CONFIRM JUNE MEETING DATE

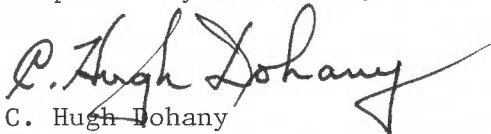
The next regular meeting will be June 25, 1986 at 3:00 p.m.

The special meeting will be held June 18, 1986 at 9:15 a.m.

10. ADJOURNMENT

The meeting was adjourned at 4:40 p.m.

Respectfully submitted,



C. Hugh Dohany
Chairperson



Robert Gaylor
Secretary

Oakland County Library Board
Minutes
Special Meeting
June 18, 1986

The meeting was called to order by Chairperson Dohany at 9:17 a.m.

1. Members present: C. Hugh Dohany, Robert Gaylor, Dr. William Keane, Joann Wilcox, the Honorable Steven Andrews, Lillian Russell, and William Hassberger.

Quorum present.

Also in attendance: Phyllis Jose, County Librarian; Cathy Weiss, Literacy Office.

2. LSCA Title VI - Literacy grant.

Weiss updated the Board members on the completed grant application form.

Resolution 86-47: Andrews moved that the Board accept the grant application as presented. Hassberger seconded. Motion carried. 7 ayes, 0 nays.

Discussion on various sections of the application followed.

Resolution 86-48: Andrews moved that the Oakland County Library Board approves submitting the attached application form for the LSCA Title VI Literacy Grant in the amount of \$25,000.00 and agrees to the assurances contained therein. Keane seconded. Motion carried. 7 ayes, 0 nays.

3. Old business: None.

4. New business: None.

5. Adjournment: The meeting was adjourned at 9:24 a.m.

Respectfully submitted.

C. Hugh Dohany
Chairperson

Robert Gaylor
Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

Commissioners' Auditorium
Committee Room A
June 25, 1986

Meeting called to order at 3:00 p.m.

1. ROLL CALL.

Board Members present: The Honorable Steven Andrews, C. Hugh Dohany, Robert Gaylor, Dr. William Keane, Lillian Russell.

Board Members excused: William Hassberger, Joann Wilcox.

Quorum present.

Also in attendance: Richard L. Beer, Library Board Administrator/Law Library Director; Phyllis Jose, County Librarian/Reference Library Director; Jennie Cross, Oakland Schools Library; Carole Hund, Subregional Librarian; Doug Whitaker, WOLF; Shirley Willing, Institutional Library Tech.

Excused: Cathy Weiss, Literacy Office; Marty Johnson, Library Tech.

2. APPROVAL OF MINUTES.

Resolution 86-47: Keane moved that the minutes of the May 28, 1986 meeting of the Library Board be approved. Andrews seconded. Motion carried.

Resolution 86-48: Andrews moved that the minutes of the June 18, 1986 special meeting of the Library Board be approved. Gaylor seconded. Motion carried.

3. APPROVAL OF BILLS.

Resolution 86-49: Andrews moved that the bills be approved for the Reference Library and the Law Library. Keane seconded. Motion carried.

4. CORRESPONDENCE, ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

Item a. A letter from James W. Fry, State Librarian, to C. Hugh Dohany concerning the establishment of the Farmington Subregional Library for the Blind and Physically Handicapped along County boundaries instead of cooperative boundaries.

Item b. A letter from James W. Fry, State Librarian, to Beverly Papai, Director, Farmington Community Library, stating the same as item a.

Discussion: This change to take effect on July 1, 1986. Hund stated that both the "losing" library and the "gaining" library had written to the patrons involved telling them that the service was to be changed. Hund said that in her letter, she welcomed them and told them to contact her for any questions. They also planned to phone all of the patrons.

Item c. The letter to the District Court Judges and the Board of Commissioners from the Library Board regarding penal fines.

Discussion: A brief discussion followed presentation of item (c). It was agreed that the letter should be sent as written.

No one responded to the Audience Call.

5a. LIBRARY ADMINISTRATOR'S REPORT - Beer.

Written report noted and filed.

5b. COUNTY LIBRARIAN'S REPORT - Jose.

Written report noted and filed.

Resolution 86-50: Keane moved to approve the WOLF long-range automation funding plan. Gaylor seconded. Motion carried.

Resolution 86-51: Keane moved approval to submit grant application for the Harold G. Johnston Award, (CV Grant - Metro Detroit Book and Author Society). Andrews seconded. Motion carried. *

*As Chair of the Detroit Book and Author Society Committee, Gaylor abstained from the vote.

5c. WAYNE-OAKLAND LIBRARY FEDERATION - Whitaker.

Whitaker noted that the advance plan for funding the remainder of the automation program had been approved, which alleviates the financial uncertainty affecting the completion of the plan. They are planning to have the third computer installed in the fall of 1988.

WOLF has begun to publicize the Oakland University Hotline with book marks being distributed to all member libraries. He also showed a poster which will be on display at all member libraries, and in addition, there will soon be news releases to the metropolitan area newspapers.

As of the end of May, there are still seven libraries in Oakland County and eleven in Wayne County that have not made a request of the Hotline in either April or May. WOLF is trying to encourage more extensive use of this public service.

5d. INSTITUTIONAL LIBRARIAN'S REPORT - Willing.

Written report noted and filed.

Willing explained that distribution of books to inmates in the satellites ~~is done by book cart, which~~ is very time-consuming with their limited staff. She explained that they would undoubtedly be asking for additional people in the near future. Willing also felt they needed to begin a major replacement program for the collection.

5e. OAKLAND COUNTY LITERACY PROJECT - Weiss.

Written report noted and filed.

Weiss was excused. In her absence, Jose noted that they had received several letters of support for the LSCA Grant application. Jose and Weiss were commended for their efforts.

5f. SUBREGIONAL LIBRARIAN'S REPORT - Hund.

Written report noted and filed.

On the effect of the Gramm-Rudman bill, Hund said that the impact had come at the National Library level in that there would be 100 fewer book titles available; there would be a freeze on magazine subscriptions. They have been promised more cuts to come, but are uncertain as to the form they will take.

The display cases and accompanying literature are being delivered to the public libraries. Hund is attempting to meet with the various staffs in an effort to explain the different types of service being offered by the Subregional and how the different libraries can pass on this information to their patrons.

5g. OAKLAND SCHOOLS LIBRARIAN'S REPORT - Cross.

Cross noted that, as school is out for the summer, their circulation will drop drastically. The summer hours for the Oakland Schools library will begin Monday, June 30. They will be from 8:00 a.m. until 4:30 p.m.

The disc containing the Oakland County Union List of Serials, 6th edition, has been taken to Rockwell where one of the data processing people agreed to test it on Reflex software to see if it could be converted to give more flexibility than they have had with WANG.

They are awaiting new equipment to allow them to bar code their media. When things are returned, the equipment can scan it and it will be automatically returned in the computerized system, thereby relieving some of the labor involved.

6. OLD BUSINESS.

Jose and Gaylor presented their proposal for a meeting of public librarians in Oakland County. During the discussion that followed, Jose and Gaylor noted ADDITIONAL OPTIONS, item #1, and explained why they felt the need for doing a summer survey for the fall meeting.

Resolution 86-52: Andrews moved that a survey be taken during the summer. Keane seconded. Motion carried.

Bear + Jose
~~The Library Study Committee~~ *will* has been working on the Goals and Objectives for the Oakland County Library system.

7. NEW BUSINESS.

Grant for Consultant.

Be it resolved that this board accepts a grant of \$10,000 from the Oakland County Law Library Foundation for the purpose of retaining a consultant to determine the function and space requirements of a proposed county library facility; and

Be it further resolved that the library study committee as established by this board be charged with the following duties and responsibilities:

7. New Business, Con't.

1. To select a consultant and draft an agreement to be approved by this board.
2. To work directly with the selected consultant in the performance of his or her duties and provide the board with periodic progress reports.

Resolution 86-53: Andrews moved the resolution. Gaylor seconded. Motion carried.

8. COMMENTS FROM THE AUDIENCE.

There was no response.

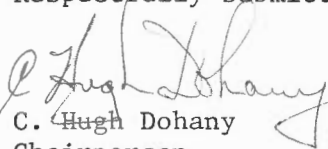
9. CONFIRM JULY MEETING DATE.

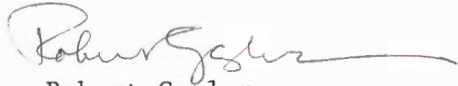
The next meeting of the Library Board will take place at 3:00 p.m. on July 23, 1986 in the Commissioners' Auditorium, Committee Room A.

10. ADJOURNMENT.

The meeting was adjourned at 4:20 p.m.

Respectfully submitted,


C. Hugh Dohany
Chairperson


Robert Gaylor
Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

Commissioners' Auditorium

Committee Room A

July 23, 1986

Meeting called to order at 3:03 p.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; Carole Hund, Subregional Librarian; Doug Whitaker, Wayne-Oakland Library Federation; Shirley Willing, Institutional Library Tech; Marty Johnson, Law Library.

Excused: Jennie Cross, Oakland Schools Library; Cathy Weiss, Literacy Office.

2. APPROVAL OF MINUTES.

The minutes were corrected as follows:

- 1) Institutional Librarian's report; cross out the words "done by book cart which is".
- 2) Old Business; change "Library Study Committee has been" to read "Beer and Jose will be".

Resolution 86-54: Gaylor moved that the minutes be approved as corrected. Hassberger seconded. Motion carried.

3. APPROVAL OF BILLS.

- A. Law Library
- B. Reference Library

Resolution 86-55: Hassberger moved that the bills be approved. Gaylor seconded. Motion carried.

4. CORRESPONDENCE, ANNOUNCEMENTS & CALL TO THE AUDIENCE.

No one from the audience wished to be heard.

Item a. Letter from Leonard Hammer, Director, Royal Oak Public Library to Richard Beer regarding public support Beer had given him.

Item b. Letter from W. V. Brotherton, State Representative to C. Hugh Dohany regarding the relocation of the Subregional.

Item c. Letter from C. Hugh Dohany to W. V. Brotherton answering his letter.

Discussion: Wilcox stated that the Library Board makes decisions in the best interest of the people involved and not arbitrarily.

Item d. Letter from Leo Dinnan, Secretary of the Wayne-Oakland Library Federation Board to the Library Board informing them of the expiration of Dohany's term of appointment.

Resolution 86-56: Gaylor moved to reappoint Dohany to represent the Library Board for the term of office expiring in 1990. Wilcox seconded. Motion carried.

Discussion: Gaylor and Dohany presented background information on the composition of the WOLF Board for the new Library Board members. Of the nine members on the WOLF Board, there are five representatives from Wayne County and four representatives from Oakland County, based on service population. It is believed that as of the 1990 census, this ratio may change. Of the four representatives from Oakland County, one is chosen by the Oakland County Library Board and three are chosen in elections conducted by the Oakland County Public Library Trustees Association. Each of the three is elected to represent a specific population size library (small, medium, large) by the member libraries within that size group.

Item e. Letter from James Fry, Library of Michigan to public librarians regarding the appropriation bill for libraries in Michigan.

Item f. Letter from the Subregional Library for the Blind and Physically Handicapped to Dohany and Board members regarding the proposed 1987 budget for the Subregional.

This item postponed, to be included in #7, NEW BUSINESS.

5a. LIBRARY ADMINISTRATOR'S REPORT - Beer.

Written report noted and filed.

Discussion: Item 5a-1. Enrolled House Bill 5451, PA 133. The only change in the original public act is the first paragraph which now allows two mills by vote of the population.

Item 5a-2. Article in the Royal Oak Tribune. Beer explained that the Law Library was under the mandate of the Consent Judgment and when it receives an inmate request for material, the library must answer it within 72 hours or be in violation of the Consent Judgment. They have no discretionary power to determine if the inmate has a Court appointed attorney. Willing commented that the inmates pay for their copying via their Commissary Fund. However, it was pointed out that the inmates only paid \$.039 per copy. Andrews felt there should be no discrimination. We should charge the inmates the same as the general public.

Dohany asked Andrews to examine the Consent Judgment and asked that it be placed on the August meeting agenda.

5b. COUNTY LIBRARIAN'S REPORT - Jose.

Written reports noted and filed.

5c. WOLF - Whitaker.

Attachments noted and filed.

Discussion: Item 5c-1. The Board reviewed and discussed the Revised Membership Fee for Oakland County Reference Library prepared by WOLF. This will go into effect January 1, 1987.

5d. INSTITUTIONAL LIBRARIAN'S REPORT - Willing.

Written report noted and filed.

5e. LITERACY PROJECT - Weiss.

Gaylor reported for Weiss, who was excused.

Gaylor displayed paper tray liners from MacDonald's Restaurants which are printed with a message about Literacy.

On Thursday, July 24, from 8:00 to 9:00 p.m. (prime time), Channel 7 is presenting a program on Literacy in S/E Michigan. Included on the program are Weiss and some students from Oakland County.

On Friday, July 25, The Detroit News will feature a story on Literacy, quoting some of the Oakland County students.

There are 179 students that are being tutored, and they have just trained 18 additional tutors.

Gaylor said that, in discussions at the AIA annual conference, the Oakland County Literacy Project was recognized as one of the best in the country; and indicated that he and Cross have nominated Weiss for the MLA Kaiser Award.

5f. SUBREGIONAL LIBRARIAN'S REPORT - Hund.

Written report noted and filed.

Hund is continuing this month with the distribution of the Grant display units. This is time consuming because, aside from placing the display unit, Hund talks to the staff of each library she visits so they can understand what is being offered by the Subregional.

The Subregional has received an \$8,000 donation from the Louis C. Blumberg Foundation in honor of Philip Slomovitz. Hund requested that the Board send a letter of appreciation for this donation.

Resolution 86-57: Hassberger moved that the Board send a letter to the Blumberg Foundation expressing our appreciation for the \$8,000 donation to the Subregional Library for the Blind and Physically Handicapped. Gaylor seconded. Motion carried.

Hund indicated that the money received will be added to the fund for the Subregional's computerized circulation system.

5g. OAKLAND SCHOOL LIBRARIAN'S REPORT - Cross.

Beer explained that Cross would no longer be reporting to the Board, since Dr. Keane can provide this information.

6. OLD BUSINESS.

There was no old business.

7. NEW BUSINESS.

Item a. Certification of penal fines distribution for 1986.

Resolution 86-58: Wilcox moved to approve certification of the Penal Fine distribution for 1986. Hassberger seconded. Motion carried.

Item b. Budget.

This year's budget, which is made up of three units: The Reference Library, The Law Library and the Library Board Administration (including the Subregional Library for the Blind and Physically Handicapped), represents an 8% increase over 1986.

It is difficult to compare this budget with previous years because of the re-organization. Discussion of each unit's budget followed.

Because of a prior committment, Andrews asked the chair to call for the question of the Reference Library, Law Library and Library Board Administration budgets.

Resolution 86-59: Andrews moved to approve the Reference Library, Law Library and Library Board Administration budgets as presented. Wilcox seconded. The Chair asked for a roll call vote. Six members approved; Russell dissenting. The motion carried.

The Subregional budget was presented and discussed.

Resolution 86-60: Gaylor moved that the budget for the Subregional Library for the Blind and Physically Handicapped be approved as submitted. Wilcox seconded. Motion carried.

A request for a new position for the Law Library was discussed and the consensus was that the position was unnecessary.

8. COMMENTS FROM THE AUDIENCE.

There were no comments from the audience.

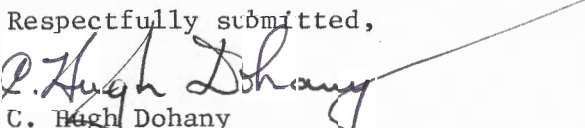
9. CONFIRM AUGUST MEETING DATE.

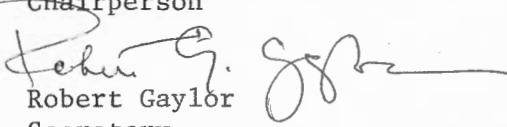
The August meeting of the Library Board will be held at 3:00 p.m., August 27, 1986.

10. ADJOURNMENT.

The meeting was adjourned at 5:20 p.m.

Respectfully submitted,


C. Hugh Dohany
Chairperson


Robert Gaylor
Secretary