

MINUTES

OAKLAND COUNTY LIBRARY BOARD

May 23, 2001

The meeting of the Oakland County Library Board was called to order at 3:00 p.m.

1. ROLL CALL.

Board Members Present: Steven Andrews, Robert Gaylor, Dr. James Redmond, Donald Jensen, Shelley Taub, Robert Tera

Board Members Excused: John Chambers

Also in Attendance: Phyllis Jose, Director of Library Services; Cathryn Weiss, Oakland Literacy Council; Sherry Hakim, Library Administrative Assistant.

Guests: Gary Vaught, Oakland County Personnel Department.

2. ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

None.

3. APPROVAL OF THE MINUTES.

Resolution #01-19: Taub moved to approve the minutes of the March 28, 2001 meeting. Jensen seconded. Motion carried.

4. OLD BUSINESS.

Unit Study Committees

Gaylor reviewed the Law Library report; Jensen handled the Research Library/LVPI report; and Taub presented the Jail Library report.

Main discussion points:

-Are we serving the public as well as possible with our present staff?

-Should Personnel review the Library operation to see if we are maximizing the use of existing staff?

-Are we serving the County population effectively – or are there things we should be doing but are not?

Specific Comments/Actions:

-Law Library:

Resolution #01-20: Gaylor moved to submit items #1 & #2 from the Law Library Study Committee Recommendations (copy attached) to Personnel. Taub seconded. Motion carried.

-Research Library/LVPI:

Discussion centered on problems with having one supervisor handling both of these units. Various possible scenarios were presented.

Resolution #01-21: Tera moved to table any action on the Research Library/LVPI Study Committee Recommendations pending a review of the previous study done by Personnel (*Operations Study/Oakland County Library*, March 1996). Redmond seconded. Motion carried with Gaylor voting nay.

-Jail Library:

Both Taub and Tera commended Dave Conklin for the job he and the staff do at the Jail. There were no specific recommendations to send to Personnel.

5. NEW BUSINESS.

A. LSTA Grant Proposal

Resolution # 01-22: Redmond moved to proceed with the grant application. Tera seconded. Motion carried.

B. TLN Plan of Service/Revised

Jose recommended that the Board approve the revised plan.

Resolution # 01-23: Redmond moved to approve the revised TLN Plan of Service. Taub seconded. Motion carried – 4 yeas/2 nays.

6. APPROVAL OF FINANCIAL STATEMENTS.

Resolution #01-24: Tera moved to approve the April financial statements. Taub seconded. Motion carried.

Resolution # 01-25: Redmond moved to approve the May financial statements. Taub seconded. Motion carried.

7. REPORTS TO THE BOARD.

A. Oakland Literacy Council - Weiss

Written items noted and filed.

Items discussed included: Training is scheduled to be held in Clawson in June; on May 15th, 22 ESL students and tutors were given a demonstration of the Ellis program at the Farmington Community Library; Council will be having a garage sale on June 1 & 2; Bev Papai and Weiss will speak at the PLTAOC annual dinner at Meadow Brook Hall on May 30, 2001.

B. Library Services - Jose

Written report, noted and filed.

Discussion included: Possible Executive Order to move the Library of Michigan; concerns about shortfall in state funding that could affect the final 20% payment of state aid; workshop staff attended on personal safety - need to develop a checklist for all staff members to use; LVPI Volunteer Luncheon will be on Tuesday, June 26th at Meadow Brook Hall.

8. TLN INFORMATION

Written information, noted and filed.

9. CORRESPONDENCE

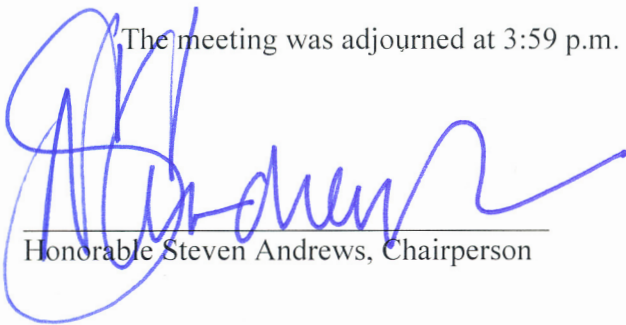
- ▶ May 4, 2001 memo from Jose to Jeff Pardee, Director/Management & Budget, on the distribution of monies from Law Library Continuations line item

10. CONFIRM NEXT MEETING DATE

The next meeting of the Library Board will be on **June 27, 2001** at 3:00 p.m., in the Library Board Room/Second Floor/West Wing Extension.

11. ADJOURNMENT.

The meeting was adjourned at 3:59 p.m.



Honorable Steven Andrews, Chairperson



Robert Gaylor, Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

June 27, 2001

The meeting of the Oakland County Library Board was called to order at 3:00 p.m.

1. ROLL CALL.

Board Members Present: Steven Andrews, Robert Gaylor, John Chambers, Donald Jensen, Shelley Taub, Robert Tera

Board Members Excused: Dr. James Redmond

Also in Attendance: Phyllis Jose, Director of Library Services; Cathryn Weiss, Oakland Literacy Council; Sherry Hakim, Library Administrative Assistant; Gary Vaught, Oakland County Personnel Department.

2. ANNOUNCEMENTS AND CALL TO THE AUDIENCE. None.

3. APPROVAL OF THE MINUTES.

Resolution #01-26: Jensen moved to approve the minutes of the May 23, 2001 meeting. Gaylor seconded. Motion carried.

4. OLD BUSINESS.

A. LSTA Grant Proposal

Resolution # 01-27: Chambers moved to approve the LSTA Grant proposal for the ELLIS software in the amount of \$50,705.00. Gaylor seconded. Motion carried.

B. Personnel Study, 1996

Board members reviewed the analysis of the *Operations Study/Oakland County Library*; March 1996 prepared by Jose. Discussion followed. A final decision on the Research Library/LVPI personnel recommendations will be made at the July meeting.

5. NEW BUSINESS.

A. Library of Michigan/Department of History Arts and Culture

Discussion followed on the proposed legislation to move the Library of Michigan from the Legislature to a new Department under the Governor. Jose distributed copies of Substitute for HB 4940 and provided background information on the position taken by the Michigan Library Association and comments voiced within the library community. The Board decided not to take a position on the legislation at this time.

Resolution # 01-28: Jensen moved to send copies of Substitute for HB 4940 to the Board of Commissioners/General Government Committee as an informational item. Chambers seconded. Motion carried.

6. APPROVAL OF FINANCIAL STATEMENTS.

Resolution #01-29: Taub moved to approve the June financial statements. Tera seconded. Motion carried.

7. REPORTS TO THE BOARD.

A. Oakland Literacy Council - Weiss

Written report noted and filed.

Weiss noted that 18 new tutors were trained in June; the Council received \$1,000 from PLTAOC, \$15,000 from Ford Motor Co. and \$300 from Altrusa Club of Birmingham; the Stay at Home Tea mailing has raised over \$10,000.

B. Library Services - Jose

Written report noted and filed.

The Board discussed the legal materials provided to the Jail Inmates as mandated by the 1982 Consent Judgment. Board members requested copies of the judgment for their July meeting packets and directed Jose to contact Judy Cunningham, Corporation Counsel, to verify what we are mandated to provide and for what period of time.

Other topics included: grant submitted by the Law Library to the Oakland Bar Foundation for \$7,500; the proposed survey of County law libraries; Oakland Press microfilm has been received by the Research Library; personal safety workshop reports - information sheet to be developed and presented to the Board; contributions made by Law Library staff member Elizabeth Lindley to a recent upgrade of the DALNET Horizon system.

Resolution # 01-30: Gaylor moved to acknowledge the technical expertise exhibited by Elizabeth Lindley of the Law Library in her work with the DALNET consortium, and commend her for her skills in the area of technology. Chambers seconded. Motion carried.

8. TLN INFORMATION

Written information noted and filed.

9. CORRESPONDENCE

- ▶ May 17, 2001 press release on SIRSI's plans to acquire DRA

10. Entrance Doors to Library Units

Board members Chambers and Gaylor described their experience prior to the Board meeting of assisting a patron in a wheelchair entering the Research Library. The patron was having difficulty opening the heavy glass doors at the entrance to the Library. The LVPI does have special accommodations for handicapped patrons, but the Research and Law Libraries do not.

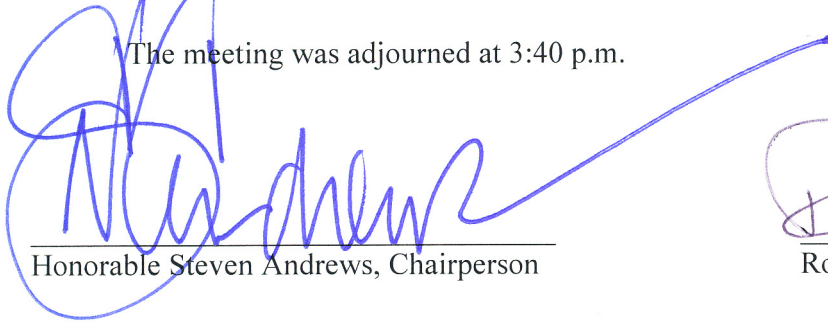
Resolution # 01-31: Chambers moved that Jose contact Dave Ross, Director of Facilities Management, to address the problem of access by handicapped patrons to the various library units in the West Wing Extension. Gaylor seconded. Motion carried.

11. CONFIRM NEXT MEETING DATE

The next meeting of the Library Board will be on **July 25, 2001** at 3:00 p.m., in the Library Board Room/Second Floor/West Wing Extension.

12. ADJOURNMENT.

The meeting was adjourned at 3:40 p.m.



A large, stylized handwritten signature in blue ink, written over a horizontal line. The signature is highly cursive and loops around the line.

Honorable Steven Andrews, Chairperson



A handwritten signature in blue ink, written over a horizontal line. The signature is cursive and includes a long, sweeping tail that extends to the right.

Robert Gaylor, Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

July 25, 2001

The meeting of the Oakland County Library Board was called to order at 3:04 p.m.

1. ROLL CALL.

Board Members Present: Steven Andrews, Robert Gaylor, Donald Jensen, Shelley Taub, Robert Tera

Board Members Excused: John Chambers, Dr. James Redmond

Also in Attendance: Phyllis Jose, Director of Library Services; Sherry Hakim, Library Administrative Assistant; Gary Vaught, Oakland County Personnel Department.

2. ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

None

3. APPROVAL OF THE MINUTES.

Resolution #01-32: Taub moved "To approve the minutes of the June 27, 2001 meeting." Jensen seconded. Motion carried.

4. OLD BUSINESS.

A. Research Library/LVPI – Personnel Recommendations

Resolution # 01-33: Taub moved "We find there is a need for additional supervisory staffing in both the Research Library and the LVPI. The Library Board requests that Personnel recommend the same to the Board of Commissioners." Jensen seconded. Motion carried.

5. NEW BUSINESS.

A. Penal Fines Distribution

Board members reviewed the chart provided by the County Treasurer and discussed the fact that the 1990 Census figures were used for the distribution of penal fines. Expectations were that the 2000 Census figures would be used. The per capita amount for 2001 is \$1.381065.

Resolution # 01-34: Tera moved "To ask the County Treasurer to look at the situation and determine if the libraries can get any additional money using the 2000 Census figures." Taub seconded. Motion carried.

B. LVPI/LSTA Non-Competitive Grant

Jose advised the Board members that this is the final year of the non-competitive LSTA/LBPH grant program.

Resolution # 01-35: Taub moved "To approve submitting the FY 2001 LSTA/LBPH Non-Competitive Subgrant application in the amount of \$7,190.00." Tera seconded. Motion carried.

6. APPROVAL OF FINANCIAL STATEMENTS.

Resolution #01-36: Jensen moved "To approve the July financial statements." Taub seconded. Motion

carried.

7. **REPORTS TO THE BOARD.**

A. Oakland Literacy Council - Weiss

Written report noted and filed.

Resolution # 01-37: Tera moved "To accept the report submitted by Cathryn Weiss, Director of the Oakland Literacy Council." Jensen seconded. Motion carried.

B. Library Services - Jose

Written report noted and filed.

General Items

Jose was directed to place signs on the glass doors at the entrances to the Research and Law Libraries indicating that patrons in wheelchairs may have difficulty with the doors, but that corrective efforts are underway; Judge Andrews encouraged all Board members to attend the Staff Appreciation celebration on 8/10; Board members want to clarify the Library's webpage link to the new County website currently under development.

Personnel

Additional action on the Research Library/LVPI personnel issues had been tabled at the May 23, 2001 meeting (Resolution #01-21).

Resolution #01-38: Tera moved "To remove the item from the table." Taub seconded. Motion carried.

Resolution # 01-39: Taub moved "The Library Board requests that the Personnel Department perform a detailed classification study of the personnel in both libraries (Research and LVPI) to determine whether classification and salary levels are appropriate for the employee's unique skills and responsibilities." Tera seconded. Motion carried.

Consent Judgement

A copy of the 1982 Consent Judgment involving services to the Jail Inmates was included in the Board packet. Discussion followed.

Resolution #01-40: Taub moved to invite John Ross from Corporation Council to attend the August meeting to review the Consent Judgement. Jensen seconded. Motion carried.

Concealed Weapons

Resolution # 01-41: Tera moved "To prohibit employees from carrying concealed weapons in the course of their employment duties." Gaylor seconded. Motion carried.

Resolution # 01-42: Taub moved "To prohibit patrons – except law enforcement officers – from carrying concealed weapons in the Library units." Tera seconded. Motion carried. Signs are to be posted.

Resolution # 01-43: Gaylor moved "To support the proposal the Michigan Library Association is considering of seeking an amendment to the current law permitting a decision by the local governing board to exempt a library from the CCW law." Tera seconded. Motion carried.

IT/New Server

Resolution # 01-44: Taub moved "That the Board authorize an amount from the County Library Fund, not to exceed \$35,000, for the purchase and installation of the new server." Gaylor seconded. Motion carried.

Drop Box – Research Library

An item was received from the Employee Suggestion Program asking that some provision be made to allow for the return of materials after the Research Library has closed.

Resolution # 01-45: Taub moved "To contact Dave Ross, Director of Facilities Management, to ask that a drop box for library materials be placed outside the Research Library." Gaylor seconded. Motion carried.

8. TLN INFORMATION

Written information noted and filed.

9. CORRESPONDENCE

- ▶ June 6, 2001 letter from Mrs. Cyril Strange, thanking the LVPI staff for the service provided to her husband
- ▶ July 2001 *News from ALA* on the Campaign for America's Libraries "@your library"
- ▶ July 12, 2001 e-mail forwarded by A. Michael Deller, TLN Director, from Mike Ranville and Marianne Hartzell on the finalization of the Department of History, Arts and Libraries legislation

10. CONFIRM NEXT MEETING DATE

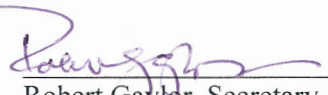
The next meeting of the Library Board will be on **August 22, 2001** at 3:00 p.m., in the Library Board Room/Second Floor/West Wing Extension.

12. ADJOURNMENT.

The meeting was adjourned at 3:41 p.m.



Honorable Steven Andrews, Chairperson



Robert Gaylor, Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

August 22, 2001

The meeting of the Oakland County Library Board was called to order at 3:00 p.m.

1. ROLL CALL.

Board Members Present: Steven Andrews, Robert Gaylor, John Chambers, Donald Jensen, Dr. James Redmond, Shelley Taub.

Board Members Excused: Robert Tera.

Also in Attendance: Phyllis Jose, Director of Library Services; Cathryn Weiss, Director/Oakland Literacy Council.

Guests: Jeff Pardee, Director/Management & Budget Department; Tom Ott, Manager/Fiscal Services Division; John Ross, Corporation Counsel; and Gary Vaught, Personnel Department

2. ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

A. GASB 34/County Library Fund - Jeff Pardee and Tom Ott

Pardee and Ott provided an overview of the new accounting rules, GASB34, and how it affects the County Library Fund. Their recommendation is that the Fund become a part of the County's General Fund, set up as a reserve fund designated for the exclusive use of the Library Board. Interest generated by the Fund would accrue to the General Fund and expenditures would have to go through Board of Commissioners approval process. Pardee agreed to let the Library Board use the lost interest as offsetting revenue toward the cost of the position currently paid for from the Fund.

Discussion followed. Board members expressed concern over losing both control and the interest generated. Options considered included creating a friends of the library organization or foundation.

Pardee indicated that he would prepare a resolution for the Finance Committee, attempting to address the concerns noted by the Library Board. The proposed resolution will be provided to the Library Board before it goes to the Committee. Andrews stated that a special meeting of the Library Board would need to be called to review the resolution and determine a course of action.

B. Consent Judgment/Jail Inmate Services - John Ross

Ross distributed copies of the information he had compiled on providing Jail inmates access to legal information. Discussion followed. The consensus of the Board was to continue the current program.

3. APPROVAL OF THE MINUTES.

Resolution #01-46: Taub moved to approve the minutes of the July 25, 2001 meeting. Gaylor seconded. Motion carried.

4. OLD BUSINESS.

A. Personnel Update - Gary Vaught

Vaught noted that Personnel staff is currently reviewing the requests from the Library Board to determine if they will proceed to analyze specific positions or general classifications. No actions have

been recommended to the Board of Commissioners.

5. NEW BUSINESS.

None.

6. APPROVAL OF FINANCIAL STATEMENTS.

Resolution #01-47: Redmond moved to approve the August financial statements. Chambers seconded. Motion carried.

7. REPORTS TO THE BOARD.

A. Oakland Literacy Council - Weiss

Written report noted and filed.

Weiss and Judy Bryce attended the *Raising More Money* workshop in Seattle; Weiss, Jose and Inglis prepared the concept paper for a possible grant from the United Way Community Services.

B. Library Services - Jose

Written report noted and filed

Resolution # 01-48: Gaylor moved that the Board authorize an amount from the County Library Fund, not to exceed \$5,500, for the purchase of a second mail card printer for the LVPI. Chambers seconded. Motion carried.

Discussion followed on items in the written report. The Board was particularly interested in the cable tv show being filmed in the LVPI, featuring LBPH librarians from the metropolitan area. Andrews suggested the possibility of producing programs on all units of the Library and the Literacy Council and asked that this item be placed on the agenda of the next regular Board meeting. Jose noted the article from *Corporate Library Update* (August 1, 2001) on the concerns being raised about using only online resources in research.

8. TLN INFORMATION

Written information noted and filed.

9. CORRESPONDENCE

- July 31, 2001 memo from Jose to C. Hugh Dohany, County Treasurer, on the use of the 1990 Census figures for the penal fines distribution
- August 1, 2001 response from Dohany indicating that the census figures did not affect the total amount to be distributed, but would have affected the per capita amount
- July 26, 2001 letter from Janet Laverty, Director-Business Services/Library of Michigan detailing the new Census/service population figures for the Library
- Census List, 1999 v 2000 prepared by TLN
- August 2, 2001 letter from Zyskowski to Gloria Boddy, Legal Assistant Program/Oakland University marketing the Law Library services available to students in the paralegal programs

- July 2001 *Legislative Update* - Prepared for the Michigan Library Association by Karoub Associates
- Summer 2001 *Focus* newsletter /Oakland County Department of Community and Economic Development

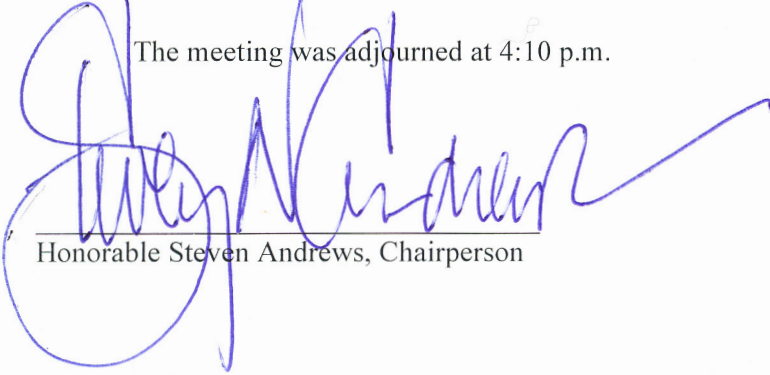
Redmond updated the Board on the millage issues that Oakland Schools will have on the ballot this fall. Additionally he noted that he was honored to have been invited to speak at a conference on educational issues in Germany.

10. CONFIRM NEXT MEETING DATE

The next regular meeting of the Library Board will be on September 26, 2001 at 3:00 p.m., in the Library Board Room/Second Floor/West Wing Extension.

12. ADJOURNMENT.

The meeting was adjourned at 4:10 p.m.



Honorable Steven Andrews, Chairperson



Robert Gaylor, Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

September 5, 2001

The meeting of the Oakland County Library Board was called to order at 3:03 p.m.

1. ROLL CALL.

Board Members Present: Steven Andrews, Robert Gaylor, Donald Jensen, Shelley Taub, Dr. James Redmond

Board Members Excused: John Chambers, Robert Tera

Also in Attendance: Phyllis Jose, Director of Library Services; Sherry Hakim, Library Administrative Assistant

2. OLD BUSINESS

County Library Fund/GASB 34

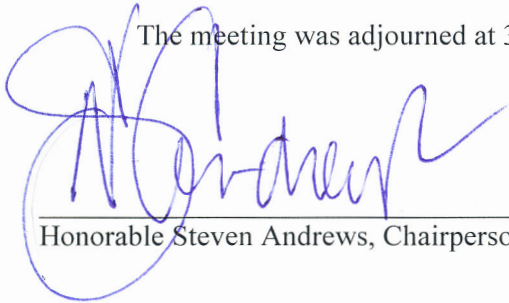
The Board members discussed the various options of handling the monies in the County Library Fund.

Resolution # 01-49: Redmond moved that the Library Board establish a 501c3 organization. Jensen seconded. Motion carried.

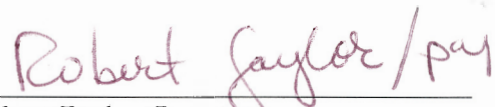
Resolution # 01-50: Taub moved that the Director of Library Services be authorized to begin filing the paperwork necessary to create the 501c3 organization, including contacting individuals to serve on the Board of the new organization. Redmond seconded. Motion carried.

3. ADJOURNMENT.

The meeting was adjourned at 3:15 p.m.



Honorable Steven Andrews, Chairperson



Robert Gaylor, Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

September 26, 2001

The meeting of the Oakland County Library Board was called to order at 3:00 p.m.

1. ROLL CALL.

Board Members Present: Steven Andrews, John Chambers, Donald Jensen, Shelley Taub, Robert Tera

Board Members Excused: Robert Gaylor, Dr. James Redmond

Also in Attendance: Phyllis Jose, Director of Library Services; Cathryn Weiss, Director/Oakland Literacy Council; Sherry Hakim, Library Administrative Assistant.

Guests: Gary Vaught, Personnel Department, Lois Koeber, Personnel Department

2. ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

None

3. APPROVAL OF THE MINUTES.

Resolution #01-51: Jensen moved to approve the minutes of the August 22, 2001 and September 5, 2001 meetings. Taub seconded. Motion carried.

4. OLD BUSINESS.

A. Personnel Update – Lois Koeber/Gary Vaught

Koeber reviewed the areas where Personnel staff need more information and clarification. Discussion followed. Several members of the Board voiced concern on the amount of time that it is taking to move forward with these requests. The Board agreed to prioritize the items to be studied and asked that work on the study be completed by the end of the year.

B. & C. County Library Fund / 501c3 Organization - Discussed as one item

The Board of Commissioners has adopted a resolution moving the County Library Fund in to the General Fund. Discussion followed. Consensus was to proceed with forming a 501c3 organization.

C. Cable TV Program

Jose will continue to work on the development of cable television programs featuring the various library units and the Literacy Council.

Resolution #01-52: Tera moved to thank Betty Ramey for her outstanding job in representing us as the host library on the cable TV show featuring the services of the Libraries for the Blind & Physically Handicapped in southeast Michigan. Taub seconded. Motion carried.

5. NEW BUSINESS.

None.

6. APPROVAL OF FINANCIAL STATEMENTS.

Jose reviewed the preliminary September statements. This is the last month of the fiscal year, and the final

reports will be included in the October meeting packets.

7. **REPORTS TO THE BOARD.**

A. Oakland Literacy Council - Weiss

Written report noted and filed.

A funding request has been submitted to the Hitachi Corporation; the Board Retreat scheduled for September 12th has been postponed until November; Shelley Gach, Director of the Huntington Woods Library, will be serving on the Advisory Board; 24 new tutors were trained in September; next training will be in October at the Farmington Library; work continues on the Raising More Money program.

B. Library Services - Jose

Written report noted and filed

Resolution #01-53: Tera moved to request the purchase of automatic openers for the front doors of the Research and Law Libraries. Chambers seconded. Motion carried.

The request for the LVPI mail card printer and the new server for the Library will go to the Board of Commissioners in October; Bob Gaylor has been reappointed to the Library Board; technical staff from each of the units have begun meeting together to develop cross training projects; the Library will no longer be a separate search area on the County's new website - searching will be by subject area, not unit location; Jose has agreed to serve as the Chair of the Promotion Committee for ATLAS; Mrs. Clark J Adams passed away in August, memorial donations are being made to the Law Library.

8. **TLN INFORMATION**

Written information noted and filed.

9. **CORRESPONDENCE**

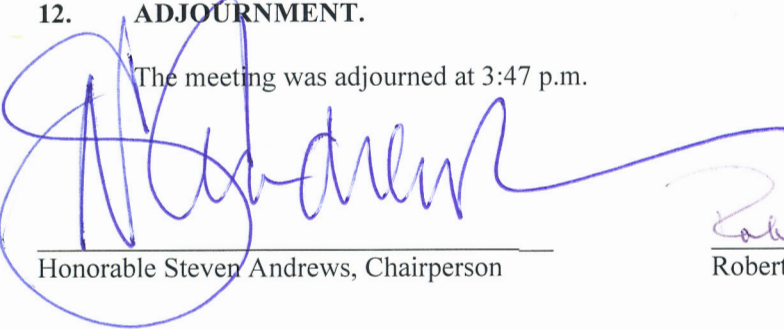
- ◆ September 10, 2001 letter from Bruce W. Neckers, President-Elect of the State Bar of Michigan to Zyskowski thanking her for her willingness to serve on the State Bar Committee on Libraries, Legal Research and Publications.
- ◆ August 20, 2001 article from the *New York Times* on the image of librarians
- ◆ *Information Technology Quarterly* newsletter, July 2001

10. **CONFIRM NEXT MEETING DATE**


The next regular meeting of the Library Board will be on **October 24, 2001** at 3:00 p.m., in the Library Board Room/Second Floor/West Wing Extension.

12. **ADJOURNMENT.**

The meeting was adjourned at 3:47 p.m.



Honorable Steven Andrews, Chairperson



Robert Gaylor, Secretary

MINUTES

OAKLAND COUNTY LIBRARY BOARD

October 24, 2001

The meeting of the Oakland County Library Board was called to order at 3:05 p.m.

1. ROLL CALL.

Board Members Present: Steven Andrews, Robert Gaylor, John Chambers, Donald Jensen, Dr. James Redmond, Shelley Taub, Robert Tera

Also in Attendance: Phyllis Jose, Director of Library Services; Cathryn Weiss, Director/Oakland Literacy Council; Sherry Hakim, Library Administrative Assistant.

2. ANNOUNCEMENTS AND CALL TO THE AUDIENCE.

None

3. APPROVAL OF THE MINUTES.

Resolution #01-54: Chambers moved to approve the minutes of the September 26, 2001 meeting. Taub seconded. Motion carried.

4. OLD BUSINESS.

A. Personnel Update – Gary Vaught (excused)

Jose updated the Board on activities since their last meeting. Personnel staff members are gathering data for the requests. Information from Library staff is due back at the beginning of November. Progress is being made. The Board asked for an update from Vaught at their November meeting.

B. 501c3 Organization

The Board reviewed the information supplied by Ms. Lentz. A general discussion followed on the overall structure and function of the organization. Jose will follow up with Lentz to proceed.

5. NEW BUSINESS.

None.

6. APPROVAL OF FINANCIAL STATEMENTS.

Resolution #01-55: Redmond moved to approve the final September financial statements. Taub seconded. Motion carried.

Resolution #01-56: Taub moved to approve the October financial statements. Chambers seconded. Motion carried.

Resolution #01-57: Jensen moved to accept and receive the annual reports of the LVPI Gift Fund and the Law Library Gift Fund. Taub seconded. Motion carried.

7. REPORTS TO THE BOARD.

A. Oakland Literacy Council - Weiss

Written report noted and filed.

Items noted included: Renee Johnson is the new Student Employee; Ex Libris dinner will be held on October 25; United Way has approved the concept paper submitted by the Council, will now complete an application for \$100,000 over a 2 year period; the October training was cancelled, November training will be held at the Huntington Woods Library. Discussion followed on the issue of ESL children who have literacy problems in both languages. The Board also encouraged the Council to pursue the issue of possible accreditation by one of the national literacy organizations.

B. Library Services - Jose

Written report noted and filed.

Items noted included: continuing discussion on the glass doors; both General Government and Finance have approved the new server and LVPI mail card printer, goes to the full Board of Commissioners on the 10/25; the Board expressed interest that the Law Library might be able to participate in the OCBA group discount package for Lexis & WestLaw; noted the supportive article in *Latches*.

The Board directed Jose to distribute a press release on the availability of the *Oakland Press* on microfilm.

Upon reviewing sample pages from the Jail Library New Booklist, the Board requested additional information on the criteria used to select materials for that collection. Jose will include that information in the next Board packet.

8. TLN INFORMATION

Written information noted and filed.

9. CORRESPONDENCE

-September 27, 2001 memo from Jeffrey Pardee on the staffing changes in the Fiscal Services Division

10. CONFIRM NEXT MEETING DATE

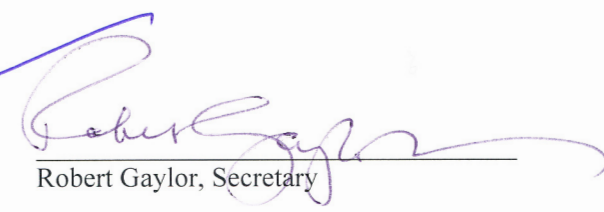
The next regular meeting of the Library Board will be on November 28, 2001 at 3:00 p.m., in the Library Board Room/Second Floor/West Wing Extension.

12. ADJOURNMENT.

The meeting was adjourned at 3:41 p.m.



Honorable Steven Andrews, Chairperson



Robert Gaylor, Secretary