

Minutes  
Meeting of the Board of Trustees  
North Country Library System  
October 1<sup>st</sup>, 2011 – 1:00 P.M.

PRESENT: Warren Leib, Myrna Morrison, Larry Mayo, Janice Clark, Robert Marr, Linda Griffin  
EXCUSED: Jeanne Duffany, Karen Wiley, John Hammond  
STAFF: Stephen Bolton, Deborah Wilson, Paulette Roes

President Warren Leib called the meeting to order at 1:25p.m.

1. Approval of Agenda:  
**Motion** by Marr, seconded by Griffin, to approve the Agenda, with the addition to adding a Health Insurance update under New Business.  
**Unanimously passed and carried.**
2. Welcome & Introduction of Guests:  
Warren Leib welcomed everyone to the meeting.
3. Approval of Minutes: July 28<sup>th</sup>, 2011:  
**Motion** by Mayo, seconded by Marr, to approve the July 28<sup>th</sup> meeting minutes.  
**Unanimously passed and carried.**
4. Reports:
  - A. Director's Report:  
Steve Bolton reported the following:
    - Future of System Services Committee: The Director's Organization will be asked to form a committee to work with the Director to establish a plan that will address sustaining system services.
    - Central Library Advisory Committee: Mr. Bolton reported that a CLAC meeting was held on September 27. Due to budget restraints, the CLAC voted to drop the HeritageQuest database because of a steady decline in usage. Dropping the database will enable the Central Libraries to pay for Learning Express, or a suitable replacement. Steve also reported that the committee is recommending that the NCLS Board table Item #3 on the Central Library Plan of Service until the next CLAC Meeting in April 2012. Item #3 refers to transitioning Central Library funds from paying for staff salaries to paying for databases and electronic material.
  - B. Business Manager's Report:
    - Status of Investments: Debbie Wilson reported that at the close of August NCLS had total cash and investments of \$3,200,253.88 as reported on the July and August Cash Flow report. FDIC and third party securities covered all investments.  
Interest Rates: Interest rates with WSB Money Market at .55%, WSB General Fund at .15%, Key Money Market Account at .20%, Community Money Market at .81% and the Citizens Statement Savings at 1.26%.

5. Financial Reports:

A. Receipts: Mrs. Wilson presented the Receipts for July/August 2011 for Board review and approval.

Expenditures: Mrs. Wilson presented the Expenditures for July/August 2011 for Board review and approval.

**Motion** by Griffin, seconded by Morrison, to accept the Financial Reports for July and August 2011 as presented.

**Unanimously passed and carried.**

B. Budget Revision:

**Motion** by Mayo, seconded by Griffin, to approve the revised budget as presented.

**Unanimously passed and carried.**

6. Old Business:

There was no Old Business to report.

7. New Business:

A. Nomination Committee:

Mr. Leib informed the Board that the Nominating Committee needs to present a slate of officers for 2012 to be voted on at the next meeting in November. The Nominating Committee currently consists of Karen Wiley, Lin Griffin and Bob Marr.

**Discussion.**

B. Personnel Committee:

Mr. Leib also reported that the Personnel Committee will meet with the NCLS Staff Committee to discuss salary rates and benefits for 2012. A meeting will be held at the end of October and will be reported on at the November board meeting.

**Discussion.**

C. Health Insurance:

Mr. Bolton reported that a meeting with the insurance agent Steve Foy was held during the past week to discuss the increase in premium rates. It's projected that NCLS will see a rate increase of 15-20% for 2012. Steve Foy stated that if NCLS changed their policy year to start in December 2011, rather than January 1, 2012, the increase may be only 8-10%. The possible disadvantage to this would be for employees who have met their deductible (or are close to meeting it) and are planning to have a procedure done at the end of the year. If this is the case then NCLS would help offset the costs by paying their employer contribution for the entire year in December.

**Motion** by Mayo, seconded by Marr, to approve changing the insurance policy year if deemed advantageous to NCLS.

**Unanimously passed and carried.**

**Motion** by Marr, seconded by Morrison to adjourn at 2:16pm.

**Unanimously passed and carried.**

The next regular meeting of the North Country Library System will be held on Thursday, November 17<sup>th</sup>, 2011 at 10:00 a.m. at the North Country Library System

These minutes will be considered for approval at the November meeting.