

HEARTLAND LIBRARY COOPERATIVE

Meeting Minutes
September 21, 2011

HLC Governing Board members present: Archbold-Fred Lohrer; DeSoto--Commissioner Judy Schaefer, Mandy Hines, Ann Ryals; Highlands--Councilman Debra Worley, Commissioner Don Elwell, June Fisher; Okeechobee--Commissioner Margaret Garrard Helton, Robbie Chartier; Glades--Jeanette Peeples; also present: Librarians Mary Booher, Lorel Reinstrom, Patti Lang, Lorel Reinstrom, Cooperative Coordinator Mary Myers. Absent: Hardee--Terry Atchley, Gloria Davis, Diana Youmans; Okeechobee--Marion Davis; Glades—Commissioner, Donna Storter-Long, Julie Perry.

Chairman June Fisher called the meeting to order at 10 a.m. Robbie Chartier open with prayer and lead in the pledge to the flag. A motion to approve the agenda was made by Robbie Chartier, seconded by Commissioner Margaret Helton and passed unanimously. A motion to approve the minutes of the previous meeting was made by Mandy Hines and seconded by Robbie Chartier and passed unanimously.

COORDINATOR'S REPORT

Coordinator Mary Myers presented her reports including the financial report. The cooperative has established an account with GovDeals. The cooperative was able to sell the old courier van for \$492 and some desk-jet printers for \$266 through a GovDeals auction. The next in-service day is scheduled for October 10, 2011. The theme of the day will be "Good Customer Service (When Everyone is Mad)". The cooperative has upgraded Polaris from version 3.5 to 4.0. Polaris 4.0 is a step forward in capabilities and ease of use for both staff and the public. A motion to approve the coordinator's report was made by Robbie Chartier, seconded by Jeanette Peeples and passed unanimously.

LarsonAllen, FY11 AUDIT LETTER, APPROVAL

NCT Group is now LarsonAllen. They will audit the financial statements of the governmental activities and the general fund, which comprise the basic financial statements of Heartland Library Cooperative as of and for the year ended September 30, 2011. A motion to approve LarsonAllen for the FY11 audit was made by Robbie Chartier, seconded by Mandy Hines and passed unanimously.

CARLOS R. ROMAN, CPA, ENGAGEMENT LETTER APPROVAL

Coordinator Mary Myers presented Carlos R. Roman's engagement letter for 2012 which sets out that his estimated amount is \$336 lower than 2011. A motion to approve the Carlos R. Roman engagement letter was made by Robbie Chartier, seconded by Commissioner Don Elwell and passed unanimously.

APPROVAL OF STATE AID APPLICATION FY011

Coordinator Mary Myers presented State Aid Application FY011 for approval. A motion to approve the State Aid application was made by Mandy Hines, seconded by Commissioner Margaret Garrard Helton and passed unanimously.

ADOPTION OF FY12 BUDGET AND ANNUAL PLAN OF SERVICE

Coordinator Mary Myers presented the annual plan of service and budget. The major emphasis for Fiscal Year 2012 is providing technology support for all cooperative libraries. The lease books will continue but limited to two books per library. A motion to approve the FY12 budget and annual plan of service made by Robbie Chartier, seconded by Commission Don Elwell and passed unanimously.

RESOLUTION ADOPTING THE CURRENT AND FUTURE POLICIES, PROCEDURES AND FEE SCHEDULES OF THE HEARTLAND LIBRARY COOPERATIVE.

Mandy Hines discussed the reason for this resolution and presented it to Mary Myer as a courtesy. That she found there was no paper trail and by adopting this resolution it would help in future policies for fees.

MEMBER COMMENTS

Councilman Debbie Worley talked about the expansion at the Sebring Library and that everyone should go in and see the work that was done and how much room there is. Also Mandy Hines would like to thank everyone for their guidance.

The next Board meeting is scheduled for November 16, 2011 at the Lake Placid Memorial Library at 10:00 am.

The Board adjourned at 10:40 a.m.

Respectfully submitted
Agnes Guinn