

SOUTHWEST MICHIGAN LIBRARY COOPERATIVE
BOARD MEETING AGENDA

August 12, 2010 at 3:00 pm

Otsego District Public Library

1. Call to Order
2. Corrections or additions to Agenda
3. Approval of August 12, 2010 Agenda
4. Approval of July 8, 2010 Minutes (see Board Minutes p.1)
5. Treasurer's Report
 - a. Financial report – Lawrence (see Treasurer pp. 1-7)
 - b. Approval of Bills to be Paid
6. Old Business
 - a. Grants – final reminder to membership about Sept. 1 deadline
7. New Business
 - a. 2010-2011 Budget (see 2010-2011 Budget)
 - b. 2010-2011 Proposed grants to SMLC member public libraries (see 2011-2011 Proposed Grants)
 - c. Nominating committee
 - d. Confirm locations for upcoming meetings
September 16: Paw Paw @ 3:00 pm (Note this is the third week in September)
8. Comments from Board Members
9. Adjournment

SOUTHWEST MICHIGAN LIBRARY COOPERATIVE
BOARD MEETING MINUTES

July 8, 2010, following Council meeting

Maud Preston Palenske Memorial Library, St. Joseph

Attendance: Stephanie Daniels, Deborah Jones, Lawrence Kapture, John Mohney, Jennifer Ray, Ann Rohrbaugh, Sherry Sims, Teresa Stannard, Ralph Weessies, Ryan Wieber

Absent: Rick Hulsey, Dennis Krepps

1. Call to Order

The meeting was called to order by President Wieber at 9:23 pm.

2. Corrections or additions to Agenda

None

3. Approval of July 8, 2010 Agenda

The agenda was approved on a motion by Ann Rohrbaugh with support from John Mohny.

4. Approval of June 10, 2010 Minutes

The minutes of the June 10, 2010 Board meeting were approved on a motion by Ralph Weesies with support by Stephanie Daniels.

5. Treasurer's Report

a. Financial report – Lawrence

Nothing added from report made at Council.

b. Approval of Bills to be Paid

The June bills, in the amount of \$18,694.00, were approved on a motion by Ralph Weesies with support from John Money.

6. Old Business

a. As referred from Council

None.

b. Do we want to pay for film licensing again? (Due in October, approx. \$20,000)

Payment for film licensing from Motion Picture Licensing and Movie Licensing USA for all SMLC public libraries in October was approved on a motion by John Mohny with support from Stephanie Daniels.

7. New Business

a. As referred from Council

None.

b. Confirm locations for upcoming meetings

August 12 : Otsego @ 3:00 pm

September 16: Paw Paw @ 3:00 pm (Note this is the third week in September)

8. Comments from Board Members

None.

9. Adjournment

Meeting was adjourned at 9:40 pm on a motion by Shirley Sims with support from Ann Rohrbaugh.

2:48 PM

08/09/10

Accrual Basis

Southwest Michigan Library Cooperative
Profit & Loss YTD Comparison
July 2010

	Jul 10	Oct '09 - Jul 10
Ordinary Income/Expense		
Income		
4 · Contributed support		
4020 · Direct Aid	0.00	59,825.02
Total 4 · Contributed support	0.00	59,825.02
Total Income	0.00	59,825.02
Expense		
7000 · Grant & contract expense		
7030 · Allocations to affiliates	34,400.00	109,895.40
7060 · Benefits paid to or for members	0.00	5,881.58
Total 7000 · Grant & contract expense	34,400.00	115,776.98
7200 · Salaries & related expenses		
7210 · Officers & directors salaries	0.00	5,850.00
7220 · Salaries & wages - other	0.00	450.00
Total 7200 · Salaries & related expenses	0.00	6,300.00
7600 · Other personnel expenses		
7520 · Accounting fees	90.00	4,838.76
Total 7500 · Other personnel expenses	90.00	4,838.76
7600 · Membership Dues		
7814 · MLA	0.00	455.00
7600 · Membership Dues - Other	0.00	125.00
Total 7600 · Membership Dues	0.00	580.00
8500 · Technology		
8501 · Application Hosting	50.00	550.00
Total 8500 · Technology	50.00	550.00
8520 · Bldg/wc/Bonding Insurance	0.00	1,078.00
8700 · Supplies		
8703 · Food	0.00	351.62
8707 · Other Office Supplies	131.00	1,565.76
Total 8700 · Supplies	131.00	1,917.38
Total Expense	34,671.00	131,041.12
Net Ordinary Income	-34,671.00	-71,216.10
Net Income	-34,671.00	-71,216.10

Treasurer's Report 1 of 6
July 8, 2010

2:49 PM
 08/09/10
 Accrual Basis

Southwest Michigan Library Cooperative
Balance Sheet
 As of July 31, 2010

	Jul 31, 10	Jul 31, 09	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010 - LaSalle - operating	230,818.14	327,094.99	-96,276.85	-29.4%
Total Checking/Savings	<u>230,818.14</u>	<u>327,094.99</u>	<u>-96,276.85</u>	<u>-29.4%</u>
Total Current Assets	<u>230,818.14</u>	<u>327,094.99</u>	<u>-96,276.85</u>	<u>-29.4%</u>
TOTAL ASSETS	<u><u>230,818.14</u></u>	<u><u>327,094.99</u></u>	<u><u>-96,276.85</u></u>	<u><u>-29.4%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2010 - Accounts payable	196.00	0.00	196.00	100.0%
Total Accounts Payable	<u>196.00</u>	<u>0.00</u>	<u>196.00</u>	<u>100.0%</u>
Other Current Liabilities				
2160 - Michigan Withholdings	-272.43	-272.43	0.00	0.0%
Total Other Current Liabilities	<u>-272.43</u>	<u>-272.43</u>	<u>0.00</u>	<u>0.0%</u>
Total Current Liabilities	<u>-76.43</u>	<u>-272.43</u>	<u>196.00</u>	<u>72.0%</u>
Total Liabilities	<u>-76.43</u>	<u>-272.43</u>	<u>196.00</u>	<u>72.0%</u>
Equity				
3000 - Unrestricted net assets	275,010.34	275,010.34	0.00	0.0%
3010 - Unrestrict (retained earnings)	27,100.33	-10,097.72	37,198.05	368.4%
Net Income	-71,216.10	62,454.80	-133,670.90	-214.0%
Total Equity	<u>230,894.57</u>	<u>327,367.42</u>	<u>-96,472.85</u>	<u>-29.5%</u>
TOTAL LIABILITIES & EQUITY	<u><u>230,818.14</u></u>	<u><u>327,094.99</u></u>	<u><u>-96,276.85</u></u>	<u><u>-29.4%</u></u>

2:27 PM
08/09/10
Accrual Basis

Southwest Michigan Library Cooperative
General Ledger
As of July 31, 2010

Type	Date	Num	Name	Memo	Split	Amount	Balance
1010 - LaSalle - operating	7/18/2010	2667	MCLS	Delivery Pay...	7030 - Allocati...		275,109.90
Check	7/12/2010	2665	*Benion Harbor	Professional ...	2010 - Accoun...	-32,400.00	242,709.90
Bill Pmt -Check	7/12/2010	2666	Accounting Consult...	Accounting S...	2010 - Accoun...	-1,000.00	241,709.90
Bill Pmt -Check	7/12/2010	2668	Comstock Townshi...	MEL Delivery...	2010 - Accoun...	-35.00	241,674.90
Bill Pmt -Check	7/12/2010	2669	Dowagiac District L...		2010 - Accoun...	-1,200.00	240,474.90
Bill Pmt -Check	7/12/2010	2670	Iron Mountain	DOCUMENT ...	2010 - Accoun...	-3,000.00	237,474.90
Bill Pmt -Check	7/12/2010	2671	Lawton Public Library	VOID:	2010 - Accoun...	-307.76	237,167.14
Bill Pmt -Check	7/12/2010	2672	Secant Technologies	APPLICATIO...	2010 - Accoun...	0.00	237,167.14
Bill Pmt -Check	7/12/2010	2675	Lawton Public Library	Collection De...	2010 - Accoun...	-50.00	237,117.14
Bill Pmt -Check	7/26/2010	2676	*Portage District Lib...	Collection De...	2010 - Accoun...	-1,000.00	236,117.14
Bill Pmt -Check	7/26/2010	2677	Accounting Consult...	Accounting S...	2010 - Accoun...	-1,000.00	235,117.14
Bill Pmt -Check	7/26/2010	2678	Agusta Ross Towns...	Professional ...	2010 - Accoun...	-75.00	235,042.14
Bill Pmt -Check	7/26/2010	2679	Bridgman Public Lib...	Collection De...	2010 - Accoun...	-99.00	234,943.14
Bill Pmt -Check	7/26/2010	2680	Buchanan District Li...	Collection De...	2010 - Accoun...	-1,000.00	233,943.14
Bill Pmt -Check	7/26/2010	2681	Hartford Public Libr...	Professional ...	2010 - Accoun...	-1,000.00	232,943.14
Bill Pmt -Check	7/26/2010	2682	Kalamazoo Public L...	Collection De...	2010 - Accoun...	-1,000.00	231,943.14
Bill Pmt -Check	7/26/2010	2683	MCLS	07/01-06/30 ...	2010 - Accoun...	-1,000.00	230,943.14
Total 1010 - LaSalle - operating						-44,291.76	230,818.14
1011 - LaSalle MM Checking							0.00
Total 1011 - LaSalle MM Checking							0.00
1020 - Chemical/Shoreline - Payroll							0.00
Total 1020 - Chemical/Shoreline - Payroll							0.00
1021 - Chemical Bank Savings							0.00
Total 1021 - Chemical Bank Savings							0.00
1022 - Fifth Third Bank							0.00
Total 1022 - Fifth Third Bank							0.00
1040 - Petty cash							0.00
Total 1040 - Petty cash							0.00
1110 - Accounts receivable							0.00
Total 1110 - Accounts receivable							0.00
1210 - Pledges receivable							0.00
Total 1210 - Pledges receivable							0.00
1215 - Doubtful pledges allowance							0.00
Total 1215 - Doubtful pledges allowance							0.00
1225 - Discounts - long-term pledges							0.00
Total 1225 - Discounts - long-term pledges							0.00

Treasurer's Report 3 of 6
July 8, 2010

	(09/10 Budget)		
	July 10	Budget	July difference
Ordinary Income/Expense			
Income			
4 · Contributed support	-	92,500.00	(92,500.00)
5 · Earned revenues	-	83.33	(83.33)
5490 · Miscellaneous revenue	-	-	-
Total Income	<u>-</u>	<u>92,583.33</u>	<u>(92,583.33)</u>
Expense			
7000 · Grant & contract expense	34,400.00	16,666.67	17,733.33
7200 · Salary & Related Expenses	-	-	-
7500 · Other personnel expenses	90.00	750.00	(660.00)
7600 · Membership dues	-	-	-
8100 · Non-personnel expenses	-	-	-
8120 · Governance	-	666.67	(666.67)
8142 · Postage	-	-	-
8170 · Printing & copying	-	-	-
8300 · Travel & meetings expenses	-	-	-
8500 · Technology	50.00	166.67	(116.67)
8520 · Bldg/wa/Bonding Insurance	-	-	-
8540 · Staff development	-	-	-
8550 · Union Catalog & Ill	-	-	-
8560 · Outside computer services	-	-	-
8700 · Supples	131.00	250.00	(119.00)
Total Expense	<u>34,671.00</u>	<u>18,500.01</u>	<u>16,170.99</u>
Net Ordinary Income	<u>(34,671.00)</u>	<u>74,083.32</u>	<u>(108,754.32)</u>
Net Income	<u>(34,671.00)</u>	<u>74,083.32</u>	<u>(108,754.32)</u>

	July Actual	Ytd Actual	TOTAL Oct '09 - Sep 10	Ytd Budget	Variance
Ordinary Income/Expense					
Income					
4 - Contributed support	-	59,825.02	185,000.00	185,000.00	(125,174.98)
5 - Earned revenues	-	-	1,000.00	833.34	(833.34)
5490 - Miscellaneous revenue	-	-	0.00	0.00	-
Total Income	-	59,825.02	186,000.00	185,833.34	(126,008.32)
Expense					
8120 - Governance	-	-	8,000.00	6,666.66	(6,666.66)
7000 - Grant & contract expense	34,400.00	115,776.98	200,000.00	166,666.67	(50,889.69)
7200 - Salaries & related expenses	-	6,300.00	0.00	0.00	6,300.00
7500 - Other personnel expenses	90.00	4,838.76	9,000.00	7,500.00	(2,661.24)
7600 - Membership Dues	-	580.00	0.00	0.00	580.00
8100 - Non-personnel expenses	-	-	0.00	0.00	-
8200 - Occupancy expenses	-	-	0.00	0.00	-
8300 - Travel & meetings expenses	-	-	0.00	0.00	-
8500 - Technology	50.00	550.00	2,000.00	1,666.66	(1,116.66)
8520 - Bldg/wc/Bonding Insurance	-	1,078.00	1,500.00	750.00	328.00
8540 - Staff development	-	-	0.00	0.00	-
8550 - Union Catalog & III	-	-	0.00	0.00	-
8560 - Outside computer services	-	-	0.00	0.00	-
8700 - Supplies / Printing / Copying	131.00	1,917.38	3,000.00	2,500.00	(582.62)
Total Expense	34,671.00	131,041.12	223,500.00	185,749.99	(54,708.87)
Net Ordinary Income	(34,671.00)	(71,216.10)	-37,500.00	83.35	(71,299.45)
Net Income	(34,671.00)	(71,216.10)	-37,500.00	83.35	(71,299.45)

Treasurer's Report 5 of 6
July 8, 2010

	Oct 08	Nov 08	Dec 08	Jan 09	Feb 09	March 09	April 09	May 09	June 09	July 09	August 09	September 09
Ordinary Income/Expenses												
Income				58,825.02	-	-	-	-	-	0.00	0.00	0.00
4 - Contributed support				-	-	-	-	-	-	0.00	0.00	0.00
5 - Earned revenues				-	-	-	-	-	-	0.00	0.00	0.00
6490 - Miscellaneous revenue				-	-	-	-	-	-	0.00	0.00	0.00
Total Income				58,825.02	-	-	-	-	-	0.00	0.00	0.00
Expense												
8120 - Government												
8142 - Postage												
8170 - Printing & copying												
7000 - Grant & contract expense	5,887.58		9,000.00	9,878.40	9,000.00	4,000.00	2,000.00	16,128.00	6,000.00	34,400.00		
7200 - Salary & Related Expenses		1,950.00			1,850.00	120.00		2,175.00				
7500 - Other personnel expenses		60.00	450.00	56.38	54.38	90.00	75.00	45.00	90.00	90.00		
7600 - Membership Dues				455.00								
8100 - Non-personnel expenses												
8200 - Occupancy expenses												
8300 - Travel & meetings expenses												
8500 - Technology		50.00	50.00	50.00	100.00		50.00			50		
8520 - Bidgive/Bonding Insurance							1,078.00					
8540 - Staff development												
8550 - Union Catalog & III												
8560 - Outside computer services												
8700 - Supplies	351.82		125.00	125.00	234.00					131.00		
Total Expense	6,333.20	2,060.00	9,605.00	9,707.78	11,338.38	4,210.00	3,203.00	18,346.00	6,090.00	34,671.00		0.00
Net Ordinary Income	(9,333.20)	(2,060.00)	(6,605.00)	50,117.24	(11,338.38)	(4,210.00)	(3,203.00)	(18,346.00)	(9,090.00)	(34,671.00)	0.00	0.00
Net Income	(6,235.20)	(2,060.00)	(6,605.00)	50,117.24	(11,338.38)	(4,210.00)	(3,203.00)	(18,346.00)	(9,090.00)	(34,671.00)	0.00	0.00

Treasurer's Report 6 of 6
July 8, 2010

	Oct 09	Nov 09	Dec 09	Jan 10	Feb 10	March 10	April 10	May 10	June 10	July 10	August 10	September 10
Ordinary Income/Expense												
Income				59,825.02	-	-	-	-	-	-	0.00	0.00
4 - Contributed support											0.00	0.00
5 - Earned revenues											0.00	0.00
5400 - Miscellaneous revenue											0.00	0.00
Total Income				59,825.02	-	-	-	-	-	-	0.00	0.00
Expense												
8120 - Governance												
8142 - Postage												
8170 - Printing & copying												
7000 - Grant & contract expense	6,991.59	3,000.00	8,000.00	10,978.40	6,000.00	9,990.00	2,000.00	16,128.00	15,299.00	34,400.00		
7200 - Salary & Related Expenses	105.00	1,950.00			1,950.00	120.00		2,176.00				
7500 - Other personnel expenses	400.00	3,195.00	490.00	98.38	159.38	136.00	105.00	60.00	135.00	90.00		
7600 - Membership Dues				455.00					125.00			
8100 - Non-personnel expense												
8200 - Occupancy expense												
8300 - Travel & meetings expenses												
8500 - Technology		100.00		50.00	100.00	50.00	50.00	50.00	50.00	50		
8520 - Bldg/Bonding Insurance							1,076.00					
8540 - Staff development												
8560 - Union Catalog & Ill												
8560 - Outside computer services												
8700 - Supplies												
Total Expense	476.52	125.00	125.00	125.00	254.00	131.00	131.00	131.00	307.76	131.00	0.00	0.00
	7,963.20	8,870.00	8,835.00	11,707.78	11,443.38	10,426.00	3,364.00	18,544.00	15,916.76	34,671.00	0.00	0.00
Net Ordinary Income	(7,963.20)	(8,870.00)	(8,835.00)	48,117.24	(11,443.38)	(10,426.00)	(3,364.00)	(16,544.00)	(15,916.76)	(34,671.00)	0.00	0.00
Net Income	(7,963.20)	(8,870.00)	(8,835.00)	48,117.24	(11,443.38)	(10,426.00)	(3,364.00)	(16,544.00)	(15,916.76)	(34,671.00)	0.00	0.00

Treasurer's Report 7/09/2010 - Beran individual months. Variances between this report & each month's original amounts are due to timing differences between when report is printed & bill is received.
 IE Rpt printed 8/09. If we receive a bill from July it would be recorded on July's income statement.

REVENUE	March 09/10	October 2010/11
	Amendment	New Budget
State Aid	\$122,695.00	\$100,000.00
Misc Revenue	\$750.00	\$500.00
TOTAL REVENUE	\$123,445.00	\$100,500.00
EXPENDITURES		
Governance	\$8,000.00	\$6,000.00
Printing/Copying/Supplies	\$3,000.00	\$3,000.00
Service/Program Expenses	\$200,000.00	\$142,000.00
Business Services	\$9,000.00	\$9,000.00
Technology	\$2,000.00	\$2,000.00
Bonding/ Insurance	\$1,500.00	\$1,500.00
Computer Services	\$2,000.00	\$6,000.00
TOTAL EXPENDITURES	\$225,500.00	\$169,500.00
Revenue over Expenditures	\$102,055.00	-\$69,000.00
Fund Bal Beg Yr	\$317,360.00	\$215,305.00
Est Fund Balance End of Year	\$215,305.00	\$146,305.00
Fund Balance		
Reserve Fund at 13%	\$29,315.00	\$22,035.00
Unreserved Fund Balance	\$185,990.00	\$124,270.00
Total	\$215,305.00	\$146,305.00

SWMLC

Service Reimbursement Concept

Oct 2010 – Sept 2011

- A. Provide \$1200 to each public library for MEL Delivery

- B. Provide up to 1,000 based upon receipt for any technological application/ or experiment (ELF?)

- C. Provide up to \$1000 for professional development (receipt required)

- D. Provide film licensing/performance rights for all 37 public libraries

- A. \$44,400
- B. \$37,000
- C. \$37,000
- D. \$21,000

\$139,400

Note; Budget includes \$4000.00 for file review & digitizing.

Delivery costs can be paid with one check

Film Licensing Costs can be paid with two checks

If 'C' is to MLA we could pay with one check

Theses are just suggestions....either way we are printing fewer checks!!

SOUTHWEST MICHIGAN LIBRARY COOPERATIVE
COUNCIL MEETING MINUTES

Thursday, July 8, 2010

6:00 pm Dinner; 7:00 pm meeting; Board meeting to follow
Maud Preston Palenske Memorial Library, St. Joseph

1. Call to order

The meeting was called to order by President Wieber at 7:02 pm

2. Roll call: Attendance was taken from sign-up sheets.

The following members from public libraries were present:

Ralph Weessies	Climax / Lawrence Memorial
Fred Kirby	Benton Harbor
Carol Richardson	Bridgman
Jennifer Ray	Cass
Tim Wiggins	Cass
Ann Greene	Eau Claire
Stephanie Daniels	Hartford
Ann Rohrbaugh	Kalamazoo
Julie Grynowich	New Buffalo
Nancy Studebaker	Niles
Ryan Wieber	Otsego
Teresa Stannard	Parchment
John Mohny	Paw Paw
Christine Berro	Portage
Lawrence Kapture	Portage
Mary Kynast	St. Joseph
Deb Jones	South Haven
Erik Niemen	Three Oaks
Lois Hartman	Watervliet

The following members from other library types were present:

Lauren Matacio	Andrews University
Sherry Sims	Portage Schools

Guests

Gretchen Courad	MLA
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3. Approval of July 8, 2010 agenda

The agenda was approved on a motion by Ralph Weesies with support from Ann Rohrbaugh.

4. Program

Gretchen Courad, Executive Director of MLA and Christine Berro, President of MLA and Director of the Portage District Library, discussed the simplification of MLA dues and structure, MLA survey results, and presented a legislative update. All directors are invited to participate in upcoming MLA discussions regarding the new membership structure, which will be implemented in the Spring of 2011. MLA seeks to develop a member culture. The Association will live within its means, but as dollars drop, so will services. The more MLA receives from membership dues, the more legislative advocacy service and training opportunities it can provide. For more information, go to: <http://www.mla.lib.mi.us/> or contact Gretchen Courad at CouraudG@mlcnet.org and Christine Berro at cberro@portagelibrary.info.

5. Approval of April 15, 2010 minutes

The minutes of the April 15, 2010 Council meeting were approved as corrected on a motion by Ralph Weesies with support from Ann Rohrbaugh.

6. Treasurer's report

Lawrence Kapture reported that our expenditures of approx. \$275,000 are 11% over last year, and our income is \$27,000 less than last year. The Treasurer's report was approved on a motion by Lois Hartman with support by Carol Richardson.

7. Old Business

a. Status of SMLC 2009-2010 grants

MeL Delivery: Teresa

All done

Technology: Teresa

Received: Augusta, Benton Harbor, Berrien Springs, Buchanan, Coloma, Galien, Lawton, Lincoln Twp, Marcellus, Niles, Parchment, Paw Paw, Plainwell, St. Joe, Sodus, Vicksburg, Watervliet, Willard

Collection Development: Ann

Of the 36 libraries eligible to submit grant requests, Ann has received submissions from 20.

Professional Development: Lawrence

Lawrence has received 14 requests, and 4 are still pending.

NOTE: Sept. 1 is the deadline for all grants!

8. New Business

a. Remuneration for Rick Hulsey as acting SMLC Director from October 2010 to September 2011. 60 hours, \$6000, to be paid in a lump sum January 1, 2011.

Approval of hiring Rick Hulsey to serve as acting SMLC Director at the rate stated above was given on a motion by Fred Kirby with support by Stephanie Daniels.

b. Board Rotation schedule for 2010-2011

Class I or II (current) Hartford
Class I or II (new) Lawton
Class III (current) South Haven
Class III (new) Buchanan
Class IV (current) Paw Paw
Class IV (new) Plainwell
Class V (current) Portage
Class V (new) Benton Harbor
Class VI (continuing) Kalamazoo
Schools (continuing) Portage Central Middle School
Academic/Special (continuing) KIA

c. Committee Reports

TAG: Tim Wiggins reported on three meetings he attended recently – MeL User's Day, MCLS Mobile Tech Conference, and MLA Tech Escape. Anyone wanting further information on these meetings should contact Tim directly at twiggins@cass.lib.mi.us.

d. General information sharing from all members

Ryan Wieber sent message to 6 libraries interested in forming an Overdrive group who will have a webinar on July 27. If any other libraries are interested please contact Ryan as soon as possible.

Jennifer Ray is planning a staff development day with Sandra Nolan on September 9, 2010. The topics have not been set – stress and time management are popular topics, as is Reinvent, Reimagine, Reallocate. She is planning an all day workshop with separate sessions in the morning and afternoon, with lunch provided. She will post more information on Newsnotes.

e. Select location of October 14 Council meeting

Still undecided. This will be set at the August SMLC Board meeting.

f. Select location and date of next Public Directors meeting

The next Public Directors meeting will be at **Benton Harbor** on Friday, **September 17**. Gathering at 9:00 for coffee and cookies; the meeting will begin at **10:00am**. A catered lunch will be provided at the library at noon. Please let Fred Kirby [libraryfjk@yahoo.com] know if you plan to attend and if you will stay for lunch.

9. Raffle

Willard Library provided two new printers to be raffled off to Council meeting attendees. The winners are: Judy Berry (Three Oaks) and Lois Hartman (Watervliet). Congratulations!

10. Other announcements

None.

11. Adjournment

The Council meeting was adjourned at 9:18pm on a motion by Erik Nieman with support by Lawrence Kapture.