CALL TO ORDER
The Board Meeting was called to order at 7:00 p.m. by Board President, J. White.

In consideration of all Trustees, J. White requested that Board members refrain from using cellphones during meetings.

APPROVAL OF AGENDA
MOTION by B. Rae-O’Donnell to amend the January 10, 2019 Agenda to add D. Wrench, Facilities Coordinator, as a speaker during the Facilities Committee Report and move the Facilities Committee Report to Number V on the Agenda, was supported by B. Hahn.

Vote:  Aye:  All in favor
       Abstain:  Hahn
       Opposed:  None

Motion passed.

PUBLIC COMMENT
No Public Comment.

APPROVAL OF MINUTES
MOTION by J. Montgomery to approve the Minutes of the December 13, 2018 Board Meeting, was supported by B. Largent.

Vote:  Aye:  All in favor
       Abstain:  Hahn
       Opposed:  None

Motion passed.
COMMITTEE REPORT
Facilities Committee
Facilities Coordinator, Donald Wrench, presented updates of current projects underway as well as two building situations which occurred recently (water main leak and power outage).

The Board thanks D. Wrench for his extensive hours of work toward the completion of projects, as well as the additional building situations.

OPERATING BILLS
MOTION by J. Montgomery to approve expenditures for check numbers 25660 through check number 25739, totaling $477,112.56 of expenses was supported by B. Rae-O’Donnell.
Vote: Aye: All in favor
Opposed: None
Motion passed.

FINANCIAL REPORT
MOTION by J. Montgomery to receive and file the Monthly Revenue and Expense Report for November 2018 was supported by B. Rae-O’Donnell.
Vote: Aye: All in favor
Opposed: None
Motion passed.

CORRESPONDENCE
E. Streit shared three pieces of correspondence including a note of appreciation thanking Sharon Lu, Assistant Technology Specialist, for her excellent work with a patron, and a patron’s suggestion that the Library extend hours to be open from 9:00 a.m. to 9:00 p.m. daily.

M. Brucki states that the Board could look at this from a strategic planning standpoint. B. Largent would be interested in a rationale written by E. Streit for this request.

FROM THE DIRECTOR
E. Streit presented the Director’s Report which included:

- Wayne State University School of Library and Information Science sent a Christmas card via email on Michlib. The entertaining card answered the question, “What do librarians do on a daily basis?”
- Oscar Shorts tickets are on sale at both Library branches. The event takes place at the Civic Theater on Sunday, February 10, 2019 and is sponsored by the Friends of the Library.
- The Martin Luther King Day Program, organized by J. Miller, is a full day of programming and activities which are planned for all age groups. There will be a conversation with La’Ron Williams for high school and adult audience.
- E. Streit shared a photo of Young Adult Librarian, Jennifer Willard, with teens who gathered to make goodie bags to distribute to Farmington and Farmington Hills first responders.
- E. Streit also shared an article titled, “Snyder Signs Bills That Weaken Michigan Minimum Wage, Sick Leave Laws”.


COMMITTEE REPORTS

Finance Committee
B. Hahn is in contact with Michael Cho of Morgan Stanley who has a background in investment of government funds. He will review documents sent by E. Streit and schedule a meeting with the Finance Committee.

Community Liaison Committee
Chair Zervos reports that there is no update.

Personnel Committee
A meeting of the Personnel Committee will be scheduled.

Strategic Plan Committee
Chair Brucki reports that he has reviewed information related to Library overall square footage and floor plans in anticipation of looking at strategic plan items.

The Committee received an annualized version of the Cumulative Statistics Report for the past five years to compare 2013 through 2018 statistics. They will review the analysis on the five year variance and determine how to move forward.

Kathie Brown, Coordinator of Automation, explained that the spike in circulation during 2015 – 2016 was due to auto renew which allowed patrons to renew five times. After consideration, auto renew was reduced to a two-time renewal.

Chair Brucki commented that as the Management Advisory Committee looks at the Strategic Plan, it can determine which statistics are being captured currently and if there is anything in the Strategic Plan that could be added.

UNFINISHED BUSINESS

J. White asked for feedback about the article distributed at the January Board Meeting which was taken from the American Libraries Magazine titled, “Building a Better Board of Trustees”.

Each Board member commented on what drew them to the Library Board and what they hoped to bring to the Library as a Trustee.

NEW BUSINESS

J. White reminded the Board of the Special Joint Study Session with the City Councils of Farmington and Farmington Hills on February 11, 2019 at 6:00 p.m. in the Farmington Hills City Hall Community Room.

J. White will re-send the presentation to Board members to gather their input and comments.

In accordance with the Open Meetings Act, this meeting will be posted throughout the two Library buildings, on the FCL website, and on entrance doors.

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

- B. Largent shared information about the Detroit Riverfront Conservancy. Ralph Wilson designated $50,000,000 of his legacy to the City of Detroit to be used for the Detroit Riverfront
Conservancy. B. Largent suggested that the Library could possibly work with the school district in the future to take kids downtown to see this area.

- J. Montgomery has been editing a story for an author friend who is writing a book about a time traveling librarian.

**ADJOURNMENT**

**MOTION** by B. Largent to adjourn the Board Meeting was supported by J. Montgomery.

**Vote:**
- Aye: All in favor
- Opposed: None

Motion passed.

The Board meeting was adjourned at 9:00 p.m. by President, J. White. The next meeting of the Library Board is scheduled for Thursday, February 14, 2019 at 7:00 pm. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

Beth Rae-O’Donnell, Secretary
Library Board of Trustees

BRO:dls