

Farmington Community Library Board of Trustees
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room
March 10, 2016

Board Members Present: Bosler, Lazar, Liebold, O'Malley, Paul

Board Members Absent: Bush, Doughty, McLaughlin

Staff Members Present: Miller, Serresseque, Streit, Yunker

Staff Members Absent: Siegrist

CALL TO ORDER

The Board Meeting was called to order at 7: 00 p.m. by Library Board Secretary, G. Bosler.

Suzanne Paul, the Library Board's newest member, was introduced and welcomed to the Library Board. She was appointed by the City of Farmington to fill the vacancy left by J. Mike Moran. S. Paul has lived in the Farmington area for 60+ years and has served on multiple committees, including the Multicultural Multiracial Community Council, the Downtown Development Authority and the Farmington Beautification Committee, and has recently retired from the ministry after 29 years.

PUBLIC COMMENT

There was no public comment.

MINUTES

MOTION by C. Liebold to approve the Minutes of the February 11, 2016 Board Meeting was supported by P. O'Malley. Board approved. Motion passed.

FINANCIAL

MOTION by P. O'Malley to receive and file the January 2016 Monthly Revenue Report was supported by B. Lazar. Board approved. Motion passed.

OPERATING BILLS

MOTION by P. O'Malley to approve \$403,965.64 of expenditures for check numbers 22542 through 22640 was supported by C. Liebold. Board approved. Motion passed.

CORRESPONDENCE

There was one piece of correspondence.

FROM THE DIRECTOR

Our recently posted Graphic Designer position was filled with our current intern, Michael Hnatiuk. He has designed several bookmarks and flyers, and has worked with Sherri Vaughn to create the 2016 updated Guide to Services brochure. Staff from all departments will be utilizing his design talents. The Board sends compliments to Michael and Sherri for the beautifully designed Guide to Services.

The 4th Annual Oscar Shorts Program sponsored by the Farmington Friends of the Library, was a success. Maria Showich-Gallup's idea, with the help of coworkers Katy Baracco and Gale Yunker, gathered sponsors who overwrote the expenses of this evening. The Friends of the Library earned close to \$5,000 for this program.

Maria Showich-Gallup is also responsible for setting up a Friends Orange Leaf Yogurt Donation Day on March 30, 2016. The Library will receive 20% of all proceeds received during that day.

A virtual Social Committee has been formed to enhance staff camaraderie. The Committee met for a one-time face-to-face meeting, and will work through email from this point. Recent events have included Weird Socks Day to correlate with a book reading in the Children's Department, secret valentines on Valentine's Day, jigsaw puzzles in the Staff Lounge, and Leap Day Trivia. Euchre evenings are in the works to bring all staff together.

The Farmington Community Library is teaming up with Gleaners Community Food Bank of Southeast Michigan to be part of the Food for Fines program. Beginning April 1, the offer of a non-perishable food will erase 25 cents off of fines, up to max of \$10.00. All proceeds go to Gleaners.

Staff is involved with One School, One Book Program currently meeting in the Auditorium. The elementary schools in the area are reading the same book. They gather and play bingo and have activities. This replaces Book Parade.

Another mini-program is a Facebook page for the English as a Second Language participants. When members move out of the area, Facebook allows them to interface with the group.

March is open enrollment for Blue Care Network participants. The Library partners with the City of Farmington Hills for this benefit.

E. Streit and G. Yunker met with Paul Kahler, a representative of J. S. Clark regarding life insurance. The Library currently offers life insurance through Lincoln National which will raise rates by 26%. The rates for Mutual of Omaha are less and allow the option of staff personally purchasing additional insurance for themselves, spouse and children. This term life insurance is totally voluntary, payroll deductible and may be converted to a personal policy when the staff leaves.

Also, E. Streit and G. Yunker spoke with James Budai, from CBI Retirement Plan Services. The findings of the actuarial report, requested by the Library Board, were discussed. The Benefits Committee will review the options for the retiree health care. P. O'Malley of the Finance Committee will attend, also.

Laurie Scott, Head of Children's Services, spoke at the Spring 2016 Conference for Preschool Teachers. The Committee sent appreciation to Laurie and advised her of the very favorable evaluations received after her presentation.

Michael Shereda, Technology Specialist, is attending Computers in Libraries convention in Washington, D.C. We expect that he will return with new ideas to share.

Kathie Brown, Automation Coordinator, will attend the Annual IUG Conference in San Francisco.

There is an injunction on the Michigan Senate Bill Public Act 269. The Act would have prohibited libraries and schools from speaking about local ballot questions 60 days prior to the election.

We have had good suggestions from participants in our security walkthroughs. Reports from the FH Police Department, Vigilante, Guardian Alarm and Simplex Grinnell suggest locking down more of the staff areas, key fobs on doors, additional cameras, and an alarm system. The Receiving Room Door is now locked. We can begin moving on this within the month.

E. Streit and M. Carleton have been exploring possible changes to the existing phone system. We wanted to move toward a VOIP System since there are no long distance charges. TLN's phone system proposal resulted in a contract with AT&T. We requested a presentation from ITI since we are currently using their equipment. We would like to weigh the pros and cons and implement the new system before the end of this fiscal year.

E. Streit shared two articles from the Observer Letters to the Editor regarding the Multicultural Multiracial Community Council. The Library supports MCMR by providing meeting room space for Dr. Martin Luther King, Jr. Day. The Library will continue to be supportive of MCMR.

The Working Conditions and Benefits Committee has recently requested operational changes:

- To switch doors at two locations to open the opposite direction which is being researched by the Maintenance Department
- To repair cracks in the cement which has been completed
- To upgrade security by putting fobs on doors which is under consideration as part of the new security upgrade
- To begin the workweek on Sunday rather than Monday to allow better scheduling for part-time staff which begins the weekend of Memorial Day, 2016

The 2017 re-purposing of Dunckel to a K-8 STEAM Academy may ease the teen behavioral issues currently being experienced by the Library. The Farmington Public School Board will be making that determination before the end of the school year.

COMMITTEE REPORTS

Finance

The Finance Committee has no report.

Personnel Committee

The Personnel Committee has no report.

Benefits Committee

The Benefits Committee has no report.

UNFINISHED BUSINESS

At the request of the Library Board, we will distribute statistics online to Library staff as well as attempt to include programming statistics on the front page if possible.

NEW BUSINESS

There was no new business.

ADJOURNMENT

The Board meeting was adjourned at 8:15 p.m. by Library Board Secretary, G. Bosler.

The next meeting of the Library Board is scheduled for Thursday, April 14, 2016 at 7:00 p.m. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

G. Bosler, Secretary
Library Board of Trustees

GB:dls