

Farmington Community Library Board of Trustees
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room
April 14, 2016

Board Members Present: Bosler, Bush, Doughty, Lazar, Liebold, McLaughlin, Paul

Board Members Absent: O'Malley

Staff Members Present: Miller, Serresseque, Siegrist, Streit, Yunker

Staff Members Absent: None

FCL Staff: Mary Carleton, Coordinator of Technology

CALL TO ORDER

The Board Meeting was called to order at 7: 00 p.m. by President, C. Doughty.

PUBLIC COMMENT

There was no public comment.

MINUTES

MOTION by G. Bosler to approve the Minutes of the March 10, 2016 Board Meeting was supported by C. Liebold. Board approved. Motion passed.

STAFF PRESENTATION

M. Carleton, Coordinator of Technology, presented the results of her research into a new phone system for the Library.

M. Carleton researched several companies for a new phone system after determining that the system chosen by TLN is more appropriate for a small library. The I.T.I. Inc. system offers free local and long distance calling, free support, service, installation and end-user training. The single image system accommodates both the Main Library and Farmington Branch and will save about \$1,000 per month. I.T.I. is able to install the equipment and service by the end of this fiscal year.

MOTION by G. Bosler to move to the I.T.I. phone system and accept this proposal and move ahead was supported by C. Liebold. Board approved. Motion passed.

E. Streit reports that after meeting with Guardian Alarm, Vigilante and SimplexGrinnell to discuss proposals for adding fob readers to staff doors, upgrading cameras and installing alarm systems, the Safety Committee feels that SimplexGrinnell meets the needs of the Library. SimplexGrinnell is a nationwide, Tyco Company with an office on Halsted in Farmington Hills. They currently maintain our key fob security system.

MOTION by G. Bosler to approve the expenditure for the initial portion of the security project not to exceed \$90,000 was supported by S. Paul. Board approved. Motion passed.

FINANCIAL

MOTION by G. Bosler to receive and file the February 2016 Monthly Revenue Report was supported by C. Liebold. Board approved. Motion passed.

OPERATING BILLS

MOTION by G. Bosler to approve \$431,620.24 of expenditures for check numbers 22641 through 22720 was supported by J. McLaughlin. Board approved. Motion passed.

CORRESPONDENCE

There were two pieces of correspondence.

FROM THE DIRECTOR

Staff has attended conferences and workshops in the area. Several staff enjoyed the “Every Child Ready to Read” workshop at Southfield Public Library. Melanie Allbery, Early Literacy Specialist, attended a three-day conference held by the Michigan Reading Association. The Spring Institute in Lansing offered the opportunity for Michael Shereda to promote the Teen Tech Take Apart program which has been highly successful at the Library.

J. Miller, Main Library Branch Head, went to East Middle School to participate in mock interviews with students. She said the students were well prepared and she would repeat this positive experience.

The Library was represented at the first Health, Wellness and Beauty Expo, by Adult Librarian, Sherri Vaughn. She spoke with nearly 75 people about Library resources and was able to demonstrate using a Library iPad.

The Everyone’s Reading selection for 2016 is Shanghai Girls. The program ended with a visit and book signing by author, Lisa See, at the OCC Orchard Ridge Campus with 300 in attendance.

FCL Children’s staff has developed a LegoRiffic program which has attracted children, their parents and grandparents. LegoRiffic drew 120 attentive participants in April. An anonymous donor doubled the Lego bricks available to the children by giving a large gift of Star Wars Legos.

Songwriter Sunday program, created by Adult Librarian, Judy Donlin, is a monthly program which is attracting repeat attendees. This program is funded by the Friends of the Library.

J. Donlin is also responsible for an astronomy program that draws families interested in hearing about planets and the solar system. Her latest program drew over 70 adults and children.

Maria Showich-Gallup combined a Library fundraiser with an event concluding the One School, One Book program. Families gathered to hear the final chapter of Mr. Popper’s Penguins read by State

Representative, Christine Greig, and School Superintendent, George Heitsch. Orange Leaf Yogurt made a \$180 donation to the Library which was 20% of their sales received during the program. Nearly 150 people were present.

The Multicultural Multiracial Community Council is hosting the Rainbow Recognition dinner. E. Streit will be present as FCL Outreach Librarian, Julie Solomon, is recognized for recruiting culturally diverse volunteers to assist her at the Senior Centers.

On behalf of FCL staff, E. Streit thanks the Friends of the Library for sending the delicious fruit, bagels and muffins to Library Staff at both buildings for National Library Week. Staff appreciates their thoughtfulness.

We have received two letters of resignation. A part-time Children's Librarian will be moving to another state. We have posted for her position.

The second resignation is from our part-time Office Assistant who has found a full-time position in the area. We have posted for this position, also.

Due to increased Library and Friends of the Library responsibilities for the two part-time Office Assistants, and the fact that work hours are now limited to 130 per month, E. Streit proposed the expansion of one part-time Office Assistant to full-time. That full-time person will bring continuity to the position.

MOTION by B. Lazar to change one of the Part-Time Office Assistants to a Full-Time Office Assistant was supported by C. Liebold. Board approved. Motion passed.

COMMITTEE REPORTS

Finance

The Finance Committee has no report.

Personnel Committee

The Personnel Committee has no report.

Benefits Committee

The Benefits Committee met on April 7. After reviewing the information for a Retiree Health Care Plan, the Committee felt that they would benefit by inviting the insurance representative to present the information. The Committee may invite the representative to the full Board for discussion. The Benefits Committee will meet prior to the May Board Meeting.

UNFINISHED BUSINESS

MOTION by C. Liebold to modify the Health Insurance Continuation in the Employee Handbook as demonstrated on the handout to eliminate Section B and sub-sections, was supported by B. Lazar. Board approved. Motion passed.

NEW BUSINESS

MOTION by G. Bosler for the possibility of up to a 4% pay increase based on the Board discussion was supported by C. Liebold. Board approved. Motion passed.

MOTION by C. Liebold to increase the maximum salary on the Pay Schedule for the Fiscal Year 2016 - 2017 by 4% was supported by S. Paul. Board approved. Motion passed.

MOTION by G. Bosler to approve posting notification of Public Hearing for the Library Budget for the Fiscal Year 2016 – 2017 was supported by J. McLaughlin. Board approved. Motion passed.

ADJOURNMENT

The Board meeting was adjourned at 8:40 p.m. by Library Board President, C. Doughty.

The next meeting of the Library Board is scheduled for Thursday, May 12, 2016 at 7:00 p.m. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

G. Bosler, Secretary
Library Board of Trustees

GB:dls