

Farmington Community Library Board of Trustees
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room
April 13, 2017

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

Board Members Absent: None

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 President, C. Doughty.

PUBLIC COMMENT

There were no public comments.

MINUTES

MOTION by G Bosler to approve the Minutes of the March 9, 2017 Board Meeting was supported by M. Bush. Board approved. Motion passed.

OPERATING BILLS

MOTION by G. Bosler to approve \$538,490.62 of expenditures for check numbers 23636 through 23739 issued on April 13, 2017 was supported by C. Liebold. Board approved. Motion passed.

FINANCIAL

MOTION by G. Bosler to receive and file the February 2017 Monthly Revenue Report was supported by B. Lazar. Board approved. Motion passed.

CORRESPONDENCE

There were three pieces of correspondence to share.

FROM THE DIRECTOR

- The Teen Advisory Board assisted with planning the Summer Reading Club and wrote reviews which were posted on the Library's Facebook and Instagram pages.
- Open Lab, monitored by Michael Shereda and Paul Zink, assisted over 30 patrons who had questions concerning their mobile devices. Questions ranged from how to use Skype, how to update their iPad, how to organize their pictures, etc.
- Adult Librarian, Josh Schu, taught Microsoft Excel classes in response to patron interest. There was very positive feedback.
- This Library is one of few in the area who have a Grants Collection. Adult Librarian, Sherri Vaughn, has conducted a Grants Basics Class for students at Washtenaw Community College.
- Wong Herbert Yee, author and illustrator of Fireman Small, was invited to read his book and sign copies for patrons. A cake was ordered with the Fireman Small image to serve at the party. Mr. Yee has given us his artwork.

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- The Children’s Services Department offered several programs during the FPS Spring Break. There was a Family Picnic Movie Night, craft-filled Art in the Afternoon, Gordon the Magician and LegoRiffic. The Finding Dory party attracted 95 patrons.
 - Artist, Curtis Lewis, will be unveiling a piece of his artwork of Mike Ilitch. He has invited area reporters for a press conference. Mr. Lewis is a Farmington resident.
 - During National Library Week in February, patrons wrote comments on red hearts saying why they love the Library.
 - The Battle of the Books final activities will be held on Monday April 24 at the Costick Center. Board members were invited to be judges.
 - FPS is accepting applications to serve on their Strategic Planning Committee. Branch Head, Jaclyn Miller, and both Heads of Children’s, Laurie Scott and Maria Showich-Gallup, have offered to be part of the committee.
 - E. Streit will be meeting with FPS Superintendent, George Heitsch, to discuss the Library as a drop-off point for STEM School.
 - The Library has a display at Festival of the Arts at Costick Center. The theme for this year is “Play Your pART”.
 - The Library was notified that a \$35,000 grant from Bosch was awarded to the FCL. The grant money will go toward the purchase of iPads that will be available for check-out, stations to wipe them clean, Spin Browser to replace the older one, STEAM manipulatives for Preschool – Elementary, Spheros and iPad Minis, Inventor Workshop items.
 - Automation Coordinator, Kathie Brown, attended the annual IUG (Innovative Users Group) Conference as a presenter of the new enhancements for the Library catalog, Polaris. Kathie is also on the Steering Committee.
 - E. Streit is secretary for the Oakland County Historical Resources, a consortium of libraries, genealogical and historical societies, which make Oakland County materials accessible to the public.
 - Jill Webb and Jennie Willard went to Power UP: A Conference in Leadership, designed to encourage staff in youth departments to take a leadership role.
 - E. Streit sent a message to Board members regarding the possibility of losing Library funding due to cuts by the government. The State lending programs, databases, Michigan Activity Pass – would all be lost. The American Library Association is working to preserve the funding.
 - Patricia Ballard, Children’s Librarian, has accepted a full-time position at the Baldwin Public Library. Patricia has been part of the FCL staff for nine years.
 - Adam Gordon, a highly respected Page at the Library for over 25 years, passed away recently.
 - E. Streit delayed the opening of the Library so staff could attend the service; more than 60 staff, current and retired, attended. The Staff thanks the Board for agreeing to the delayed opening. E. Streit was commended by staff for delivering a heart-felt eulogy.

COMMITTEE REPORTS

Benefits Committee
Nothing to report.

Finance Committee
Nothing to report.

Personnel Committee
Nothing to report.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

The Library will hold a Proposed Budget Hearing on Thursday, May 11, 2017 at 6:30 p.m. in Conference Room B.

E. Streit distributed the updated Meeting Room Policy with proposed increases for the meeting rooms. There have been no increases since 2003. Since much staff time is involved with meeting rooms, we felt that it was time to increase the rental fees. It is suggested that the Board revisit the rental fees on an annual basis.

MOTION by B. Lazar to increase the meeting room rental rates as proposed was supported by M. Bush. Board approved. Motion passed.

All evaluations are due July 1. We are requesting a 4% increase for the beginning salary and a 4% increase for the maximum salary to stay competitive with area libraries according to the DSLRT (Detroit Suburban Librarians Round Table). Also, for the past three years, we have been permitted to offer increases beginning at 1% to 4%.

MOTION by P. O'Malley that the Board approve the Pay Schedule with the increase to both the beginning and maximum salary, as presented was supported by C. Liebold. Board approved. Motion passed.

MOTION by G. Bosler that supervisors have discretion for a 1% to 4% increase based on staff evaluations was supported by M. Bush. Board approved. Motion passed.

It is requested that a more complete Board packet be posted on the Board website. The packet would include current documents as well as financial and revenue documents. Also, that there is an archive of financials and checklists.

Library Design submitted a quote for carpet for the Main Library and DuRoss Painting has submitted a quote for painting the Main Library interior.

MOTION by P. O'Malley that the Board gives permission to give authority to enter into a contract with DuRoss Painting and Library Design for carpet in the amount not to exceed \$530,000 was supported by S. Paul. Board approved. Motion passed.

ADJOURNMENT

The Board meeting was adjourned at 9:00 p.m. by President, Clark Doughty. The next meeting of the Library Board is scheduled for Thursday, May 11, 2017 at 7:00 p.m. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

G. Bosler, Secretary
Library Board of Trustees
GB:dls