

**Farmington Community Library Board of Trustees
Regular Board Meeting - 7:00 p.m. – Main Library Auditorium
32737 West Twelve Mile Road, Farmington Hills, MI 48334
May 9, 2019**

**Approved June 13, 2019
Amended July 11, 2019
Approved as Amended August 8, 2019**

Board Members Present:	Brucki, Hahn, Huyck, Largent, Montgomery, Rae, White, Zervos
Board Members Absent:	None
Staff Members Present:	Miller, Serresseque, Siegrist, Yunker
Staff Members Absent:	None

CALL TO ORDER

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

APPROVAL OF AGENDA

MOTION by B. Largent to approve the May 9, 2019 Agenda, was supported by B. Hahn.

Vote: Aye: All in favor

Opposed: None

Motion passed.

PUBLIC COMMENT

Lisa Laesch-Vanstone, FCL Children's Outreach Coordinator, states that the current Board Bylaws are out of date and list only the Personnel Committee as currently existing. She suggests an update in accordance with the comprehensive list on page 13 of the Michigan Public Library Trustee Manual.

Also, if the Trustee Manual expectations are not met, the Library will not be able to retain directorship. It describes a relationship between a Library Board and Director which requires mutual respect for each other's positions and importance within the Library, as well as professional courtesy and trust. Without this, a library can fall into disarray, lose the engagement of the community and the potential for taxpayer approved millages for survival.

Board members are expected to uphold The Public Library Trustee Ethics Statement established by the American Library Association and upheld by the Michigan Library Association. L. Laesch-Vanstone read, in part, Appendix E of the Trustee Manual, much of which, she states, has been violated recently.

Kathie Brown, former FCL Coordinator of Automation, commented that she "was very sad to see that Elyse Streit had resigned primarily because of pressure and problems she had with the Board". She

states that “some people may have been happy to see her go, since that appeared to be a goal since coming on the Board”. She agrees with L. Laesch-Vanstone and asks the Board to study the Trustee Manual. That should be the direction of the Board and not an agenda you had coming here. She says the Trustees are supposed to be advocates for the Library and some Board members don’t even use the Library. She asks how you can advocate something that you don’t use.

Danette Duron-Willner – FH resident, questioned whether the prior Board Meeting, which was Closed Session after five minutes, was the most transparent way to go about decisions that were so integral to the future leadership of the Library. She spoke of leadership and investment into the Library rather than disruption and micromanagement. She suggested that the Board discuss how to invest in the Library staff and asks for transparency of Board expectations. She adds that there is room in the budget for investment in staff, training and development. She urges the Board to be more transparent about how that is going to happen with the best interest of the Library and the community at large.

There are a lot of community members who are confused about the transition and the plan. The Strategic Plan does not touch upon the transparency of Board decisions and how it will reflect in the best interest of the community, about leadership and the direction the Library has in this community, or the fiscal responsibility that the Board has to the community.

She urges the Board to take consideration that the community will be watching and scrutinizing how this money will be spent and how Board decisions will be investing back into the Library rather than micromanaging what is seen as and felt as a very successful Library.

Sreela Datta – FH resident for 22 years, says the Library is very important to her family. She is one of the community members who is confused, and would ask the Board to maintain transparency in everything they do, and focus on the mission of the Library.

President White may not have heard all of the rumors, but clarified one by stating that the people voted for a Library millage, and that money could not be touched by the Cities of Farmington or Farmington Hills.

President White closed Public Comment at 7:10 p.m.

DISCUSSION WITH ATTORNEY

MOTION by M. Brucki to go into Closed Session was seconded by J. Montgomery.

Vote: Aye: Largent, Brucki, Huyck, White, Rae, Zervos, Hahn, Montgomery

Opposed: None

Motion passed.

~~The Closed Session is regarding a conversation protected by attorney/client privilege.~~ The Closed Session is pursuant to MCL 15.268(h) and MCL 15.243(l)(g), Ms. Streit severance package. The public may stay until the Closed Session is over. The Closed Session began at 7:15 p.m.

President White reconvened the Open Session of the Library Board meeting at 8:20 p.m.

B. Rae asks that the record reflects, at this time, that the Board did have discussion with the attorney in Closed Session.

MOTION by B. Rae to authorize FCL Counsel, Mr. Blum, to discuss with the former Director, Elyse Streit, in good faith, the potential terms of a severance package, as we discussed in Closed Session was supported by B. Hahn.

Vote: Aye: Largent, Brucki, Huyck, White, Rae, Zervos, Hahn, Montgomery

Opposed: None

Motion passed.

SELECTION OF INTERIM DIRECTOR

President White reports that the Personnel Committee met with Branch Heads, Kelley Siegrist and Jaclyn Miller, and with their input, the Personnel Committee is recommending Jaclyn Miller as Interim Director of the Library, with a pay increase for the time she is in that role.

MOTION by J. Montgomery to name Jaclyn Miller as Interim Director with the proposed pay increase while she is in that role was seconded by C. Zervos.

Vote: Aye: All in favor

Opposed: None

Motion passed.

TELE-CONFERENCE WITH JOHN WAUGH, MUNICIPAL EMPLOYEES RETIREMENT SYSTEM OF MICHIGAN IN RESPONSE TO PERSONNEL COMMITTEE QUESTION

John Waugh, MERS representative, assured the Board during a tele-conference, of the overall stability of MERS and the fact that the health of the pension plan is continuing to improve. MERS separated from the State of Michigan in 1997 to become public for municipalities on a voluntary basis.

PRESENTATION FROM WORKING CONDITIONS AND BENEFITS COMMITTEE

As the chosen spokesperson of the WCBC, Melanie Allbery, shared concerns brought to the Committee regarding recent events rumored to lead to the resignation of Elyse Streit, Library Director.

M. Allbery read the WCBC document which states that throughout the months of upheaval, uncertainty and stress experienced by Staff of changes, both known and unknown, the Staff has continued to offer exemplary service to patrons. However, many Staff members feel a significant distrust for the current Library Board, its lack of respect and value for Staff, and its lack of transparency.

The Staff is asking for regular, clear and consistent communication with the Board, as well as recognition of Staff's experience and expertise.

J. White responded that the Board will continue to work with Staff to address concerns.

APPROVAL OF MINUTES

MOTION by B. Largent to approve the Minutes of the April 11, 2019 Board Meeting, was supported by M. Brucki.

Vote: Aye: All in favor

Opposed: None

Motion passed.

OPERATING BILLS

MOTION by J. Montgomery to approve expenditures for check numbers 25999 through check number 26074, totaling \$609,817.05 of expenses was supported by B. Rae.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FINANCIAL REPORT

MOTION by B. Largent to receive and file the Monthly Revenue and Expense Report for March 2019 was supported by J. Montgomery.

Vote: Aye: All in favor

Opposed: None

Motion passed.

MOTION by B. Largent to approve the Budget Line adjustments as presented was supported by B. Rae.

Vote: Aye: All in favor

Opposed: None

Motion passed.

MOTION by B. Largent to accept the 2019 – 2020 Operating Budget was supported by P. Huyck.

Vote: Aye: All in favor

Opposed: None

Motion passed.

CORRESPONDENCE

There were three pieces of correspondence including a letter from Christine Greig praising Elyse Streit, former Library Director, and the Library in general.

COMMITTEE REPORTS

Community Liaison Committee

Chair Zervos reports that the Committee will reset their meeting time.

Facilities Committee

Chair Brucki reports that the Committee will give a more thorough report at the next Board Meeting once the new equipment is installed at the Farmington Branch.

Finance Committee

Chair Huyck reports that the main action of the Finance Committee was preparation of the proposed 2019 – 2020 Budget.

Personnel Committee

MOTION by J. Montgomery to raise the minimum and maximum salary range by 2% was supported by B. Rae.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board was in agreement that Supervisors award up to a 4% increase, when warranted, and for the Board to let the evaluation process continue as it has in the past.

Strategic Plan Committee

Chair Brucki will have more details to report at the next Board Meeting.

UNFINISHED BUSINESS

The J Fund discussed by the Board requires a motion to open two accounts in the J Fund, one for Capital Reserve and another for General Operating.

The Comerica Bank requires a Board resolution when a change occurs. To avoid repeating the process for future changes in leadership, it is suggested that the resolution name the positions of those authorized to sign banking forms with respect to Comerica Bank. The Board of Trustees resolves to allow the Library Board President or any Trustee to be authorized to sign documents with respect to Comerica Bank.

MOTION by B. Largent to approve opening the two J Fund Accounts and was supported by B. Hahn.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Defined Benefit Pension appears to be underfunded with the shortage due to change in mortality rates and declining rates of return. Both shortages require the Library to pay approximately \$125,000 in a lump sum to bring the amount in the Pension to 100% funded.

MOTION by P. Huyck to pay the amount to bring the Defined Benefit Pension to 100%, which would be \$125,000, was supported by M. Brucki.

Vote: Aye: All in favor

Opposed: None

Motion passed.

Retiree Health Fund Vehicle needs an actuarial. Accounting Manager, Gale Yunker, has ordered an actuarial in the amount of \$4,000, per P. Huyck.

Since Jaclyn Miller has been named Interim Director, she must be listed on the payroll account and pamphlet account.

MOTION by M. Brucki to add Jaclyn to the payroll account and the pamphlet account was supported by J. Montgomery.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Municipal Employer's Retirement System of Michigan (MERS) requires a Board resolution when a change occurs. To avoid repeating the process for future changes in leadership, it is suggested that the

resolution name the positions of those authorized to sign contractual forms with respect to the Employer's participation in a MERS product.

MOTION by B. Largent that the Board of Trustees resolve to allow the Library Director and the President of the Board of Trustees, and any Interim Director, to be authorized to sign documents with respect to the Employer's participation in a MERS product, with the understanding that any contract changes would be approved by resolution by the Library Board, was supported by J. Montgomery.

Vote: Aye: All in favor

Opposed: None

Motion passed.

NEW BUSINESS

President White referred to correspondence from Oakland County Board of Commissioners asking groups to honor the 100th Anniversary of the Ratification of the 19th Amendment, which gives women the right to vote. They have sent a sample resolution.

MOTION by B. Largent to accept the request to honor the 100th Anniversary of the 19th Amendment was supported by B. Hahn.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The 2001 Jeep Cherokee owned by the Library is no longer safe to drive. The Library Board would like to donate the Jeep to Oakland County Vocational Training School. Once the Jeep is repaired and made road worthy, it will be auctioned and proceeds will go to the Training School to offset the cost of repair.

MOTION by J. Montgomery to donate the vehicle to Oakland County Vocational Training School was supported by B. Largent.

Vote: Aye: All in favor

Opposed: None

Motion passed.

There is a need to have Closed Session minutes transcribed by an outside source at the rate of \$15.00 per hour.

MOTION by J. Montgomery that Beth Rae hire a person to have both Closed Session minutes transcribed at the rate of \$15.00 per hour, was supported by B. Largent.

Vote: Aye: All in favor

Opposed: None

Motion passed.

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

J. Miller shared that talk among staff is about lack of trust and respect of the Board Trustees. Earlier this week, Staff had heard, unofficially, from a Farmington Hills City Council member, that she was chosen as Interim Director. Staff deserves to hear what is happening in the Library from the Board or the Branch Heads, not from outside.

J. Montgomery thanked J. Miller for accepting the position of Interim Director and K. Siegrist for support. The Board understands the stress being felt by Staff and are talking about how to help Staff.

The Board would like to assure Staff that they are not accountable to any Board member; they are accountable to their Director, or currently to J. Miller, Interim Director. The Director runs the day to day of the Library; the Board runs the Library. The Board welcomes Staff input and should feel free to talk to them directly or talk to them through J. Miller or K. Siegrist.

ADJOURNMENT

MOTION by J. Montgomery to adjourn the Board Meeting was supported by M. Brucki.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned at 9:35 p.m. by President, J. White. The next meeting of the Library Board is scheduled for Thursday, June 13, 2019 at 7:00 pm. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

Beth Rae, Secretary
Library Board of Trustees

BR:dls