

Farmington Community Library Board of Trustees  
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room  
June 9, 2016

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

Board Members Absent: None

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

Staff Members Absent: None

#### 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 April 14, 2016 Board Meeting was supported by M. Bush. Board approved. Motion passed.

#### OPERATING BILLS

**MOTION** by P. O'Malley to approve expenditures totaling \$676,373.40 for check numbers 22721 through 22797 dated May 12, 2016 was supported by C. Liebold. Board approved. Motion passed.

**MOTION** by P. O'Malley to approve expenditures totaling \$555,977.73 for check numbers 22798 through 22885 dated June 8, 2016 was supported by G. Bosler. Board approved. Motion passed.

#### FINANCIAL

**MOTION** by P. O'Malley to receive and file the March 2016 Monthly Revenue Report was supported by G. Bosler. Board approved. Motion passed.

**MOTION** by P. O'Malley to receive and file the April 2016 Monthly Revenue Report was supported by S. Paul. Board approved. Motion passed.

**MOTION** by P. O'Malley to approve the budget line item adjustments for the Fiscal Year 2015 - 2016 as presented was supported by C. Liebold. Board approved. Motion passed.

**MOTION** by P. O'Malley that the Board of Trustees approves the 2016 – 2017 Budget as presented by E. Streit and G. Yunker was supported by J. McLaughlin. Board approved. Motion passed.

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**MOTION** by P. O'Malley that the Board of Trustees approves the continuation of the Branch Improvement Budget into the 2016 – 2017 fiscal year. Budget to be funded with balance remaining in the original 2015 – 2016 fund at the end of this fiscal year, was supported by G. Bosler. Board approved. Motion passed.

#### CORRESPONDENCE

There was one piece of correspondence.

#### FROM THE DIRECTOR

E. Streit shared updates in Library technology.

- The phone system is expected to be active on June 21. Staff are scheduled for training prior to that date.
- SimplexGrinnell has begun upgrades to cameras and preparation of doors for key fob entry at the Main Library. Wires will be installed and cameras updated at the Farmington Branch on Friday.
- A new thermal door counter has been installed at the Main Library.
- Two Library Document Stations (LDS) will be installed at each branch making it possible for patrons to scan documents to email, smartphones, tablets and USB. They will also be able to fax documents.

E. Streit and J. Miller attended the annual Rainbow Recognition Event. FCL Outreach Librarian, Julie Solomon, was recognized for her efforts to gather volunteers from diverse cultures to interact with seniors at Library outreach facilities.

E. Streit and K. Siegrist attended a Downtown Development Authority focus group which included 20 other residents and business owners. The lack of parking in downtown Farmington was a primary concern.

The LOC Federal Credit Union, partners with the Children's Department, to present programs to promote financial literacy for children. LOC also supports children ages 8 – 12 to run credit unions in various Farmington schools.

Battle of the Books concluded on April 18 with 49 teams participating. Friends of the Library Board members, Gerald Bosler, MaryBeth Perrot and Judy Galens, participated as costume judges.

As part of Money Smart Week, programs were scheduled for adults, teens and children. Teens attended a program which offered hands-on trial of how they would deal with jobs, housing, etc.

The FCL Volunteer Luncheon honored 80 Library volunteers. Five and ten year award pins were given to several volunteers. Lutie and Henry Moore earned their award pins for creating and donating the floral arrangements for the GALA during the past 30 years.

The Library has seen some staffing changes. Emily Ellison was promoted to Librarian I at the Farmington Branch. Maeve Devlin will take her place as Para-Professional at the Main Library. Elizabeth Erdody has

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replaced Dawn Geer as the part-time Office Assistant, and we have expanded Sally Campbell to a full-time Office Assistant.

The Library took part in the Food for Fines program. Patrons were offered an excused fine in exchange for a donation of food to be used by the Gleaners Community Food Bank. The Library collected 536 lbs. of food which equates to 445 meals to feed our neighbors.

Maria Showich-Gallup and Katy Baracco began a partnership with Bellacino's Pizza. Each child who completes the Summer Reading program will receive a free pizza.

The Library received a \$7,000 grant from Bosch. Patricia Ballard, Children's Librarian, arranged for the grant to be used to purchase STREAM and special needs resources.

The City of Farmington Hills has invited Sherri Vaughn, Grants Librarian, to join them in the Energy Prize, Five Million Dollar Challenge. This challenge targets sustainable energy initiatives.

E. Streit attended the Directors Summit sponsored by the Michigan Library Association. The topics included long-term strategic financial planning and budgeting, trends for the future and recognition of Senator Jack Brandenburg, a strong supporter of libraries and library funding.

The 30<sup>th</sup> Annual Friends of the Library GALA was said to be the "best ever" by staff and patrons. Many FCL staff members worked to make the GALA a success. The audience was entertained by a piano duo, Cool 2 Duel, who had 350 Friends singing and clapping.

#### COMMITTEE REPORTS

##### Finance

The Finance Committee has no report.

##### Personnel Committee

The Personnel Committee has no report.

##### Benefits Committee

The Benefit Committee report will be presented with Unfinished Business.

#### UNFINISHED BUSINESS

J. McLaughlin reports for the Benefits Committee which was asked to review Retiree Health Care Benefits. The existing plan closed in November 2013 without a replacement option. The Library joined the City of Farmington Hills health insurance which has created a gap in coverage for anyone seeking to retire prior to age 65. The Committee reviewed a buyout cost analysis prepared by Cbiz, a Benefits Consultant and Actuarial firm. After reviewing the information from Cbiz, the Benefits Committee is reviewing three proposals.

The Committee also met with a representative from MERS to discuss a medical health care savings plan, which may be offered to Library staff.

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**MOTION** by G. Bosler that the committee continues the research and development of an optional buyout offer to full-time employees eligible to participate in the current retiree health plan and formation of a new plan for current employees and future full-time employees was supported by B. Lazar. Board approved. Motion passed.

**NEW BUSINESS**

The Summary Plan Description was updated because of the change from Lincoln Life to Mutual of Omaha. There is additional elective life insurance with Mutual of Omaha which was accepted by 15+ employees.

After E. Streit researched alternative liability and property insurance for the Library, she chose to continue with Michigan Municipal League. The response to her request to reduce the amount of the policy was to reduce the amount of coverage. The Library is currently insured for \$10,000,000. To save on the premium, the insured amount would have to be reduced to \$5,000,000. The consensus of the Board is to continue with the \$10,000,000 insured amount.

The Library website will be changed to show Board members city, photos and name, only. Member's street and email addresses will be removed.

**ADJOURNMENT**

The Board meeting was adjourned at 8:30 p.m. by Library Board President, C. Doughty.

The next meeting of the Library Board is scheduled for Thursday, July 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