

Farmington Community Library Board of Trustees  
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room  
September 10, 2015

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

Board Members Absent: None

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

Staff Members Absent: None

Guests: Farmington City Manager, David Murphy and Councilmember,  
Greg Cowley

**CALL TO ORDER**

The Board Meeting was called to order at 7:10 p.m. by Library Board President, C. Doughty.

**PUBLIC COMMENT**

Farmington City Manager, David Murphy and Councilmember, Greg Cowley, presented a proposed parking modification for the Farmington downtown area which would include the Farmington Branch parking lots. The Parking Committee proposes, in Phase 1, to plan four lots for untimed employee parking which would include 560 parking spaces. They propose three-hour timed parking in several other city-owned lots.

D. Murphy and G. Cowley would like the Library Board to consider timing three-hours in the Library parking lot. They suggest that it would create turnover in that lot and ask the Board's approval. The Library lot would be the only area not timed if the Library does not accept.

The Library Board will discuss the options and notify the City of the decision.

**MINUTES**

**MOTION** by G. Bosler to approve the Minutes of the August 13, 2015 Board Meeting was supported by P. O'Malley. Board approved. Motion passed.

**FINANCIAL**

The 2015 Monthly Revenue Reports will be presented to the Board after the annual audit.

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## OPERATING BILLS

**MOTION** by G. Bosler to approve \$477,351.12 of expenditures for check numbers 22011 through 22099 was supported by C. Liebold. Board approved. Motion passed.

## CORRESPONDENCE

There was no correspondence.

## FROM THE DIRECTOR

The Farmington Branch renovation was posted on Facebook from start to finish. New carpeting and furniture will replace the 1998 updates.

The Farmington Branch hosted The American Red Cross Blood Drive during the past month. It was considered a success.

Plante Moran completed the on-site portion of the Library audit on August 21. They intend to present the completed audit at the October 8, 2015 Library Board Meeting.

Cypress Resume is a new electronic resource which was added to the Library's collection. It is a tool to help patrons create an effective resume.

Notable Library programs include a teen babysitting safety program conducted by a Farmington Hills firefighter. Twenty-four teens attended.

The Michigan Opera Theatre presented "The Passenger", an opera about Auschwitz, to 60 patrons.

The ESL (English as a Second Language) group continues to meet at the Library. It is composed of individuals from diverse ethnicities who discuss a variety of subjects to improve their understanding of the English language.

Included in 25+ changes in positions at the Library during the past year is the promotion of Gloria Finzel to Head of Circulation at the Main Library. Megan Drozan, a former Circulation Library Assistant, will become Supervisor of Circulation at the Farmington Branch. Melanie Allbery, a Paraprofessional in the Children's Department will fill the newly added position of Early Childhood Specialist. Jill Webb, Children's Librarian at the Farmington Branch, will fill the expanded position of full-time Librarian.

The Heads of the Children's Department contacted George Heitsch, Superintendent of Farmington Public Schools to tell him how the Library staff and the school media specialists collaborate on services. They will meet with Mr. Heitsch in October for additional discussion.

J. Miller visited Dunckel at their request to speak with parents about Library resources. The Expected Behavior Policy was also shared with parents.

## COMMITTEE REPORTS

### Finance Committee

The Finance Committee has no report.

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Personnel Committee

The Personnel Committee has no report.

Benefits Committee

The Benefits Committee has no report.

UNFINISHED BUSINESS

While reviewing the Employee Handbook, we find the need to update the Disability Insurance information. We believe Disability Insurance was created before COBRA and is outdated. J. S. Clark is the insurance carrier for the City of Farmington Hills and said that COBRA is so complicated at this time, that they do not manage it. Their company, COBRA Care Advisors, charges \$1.00 per month per employee (\$360 per year if the Library works with them). We will have written information for discussion at the October Board meeting.

After distribution of the updated Retirement Policy, feedback was shared from employees concerning benefits they assumed were still in effect. The Board made the changes in 2012 that retirees must be 65 to receive the Library sponsored Retiree Health Care which is a supplement to the Medicare insurance.

The Board discussed the timed parking proposal presented by D. Murphy and G. Cowley.

NEW BUSINESS

None.

ADJOURNMENT

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

The next meeting of the Library Board is scheduled for Thursday, October 8, 2015 at 7:00 p.m. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

G. Bosler, Secretary  
Library Board of Trustees

GB:dls