

Farmington Community Library Board of Trustees
Regular Meeting – 6:00 p.m.
Held Online Via Zoom
32737 W. 12 Mile Road, Farmington Hills, MI 48334
September 17, 2020

Board Members Present: Duron-Willner, Hahn, Huyck, Largent, Stryd, Murphy, Kelly, White

Board Members Absent: None

Staff Members Present: Grover, Peterson, Seigrist

Staff Members Absent: None

CALL TO ORDER

The Board Meeting was called to order at 6:06 p.m. by Board President White.

Introduction of new board Members, Duron-Willner, Stryd, Kelly

APPROVAL OF AGENDA

Motion by Huyck to switch Agenda item III with Agenda item VI and to correct the agenda to read August instead of September under Operating Bills and Financial Reports, was supported by Hahn.

Vote: Aye: Duron-Willner, Hahn, Huyck, Largent, Stryd, Murphy, Kelly, White

Opposed: None

Motion Passed.

NEW BUSINESS

Riti introduced Cynthia Pepper, from Pepper Consulting

Cynthia gave a detailed summary of her survey results and the data collected. Results focused on expanding innovation, programing, services, collections, internal and external space. A need to consolidate 74 job titles down to 20 full time and 6 part time positions, and explore new management roles to expand Innovation, outreach, marketing and unified services.

Huyck, Largent, Duran-Willner, White asked questions and thanked Cynthia for her efforts.

APPROVAL OF MINUTES

MOTION by Kelly to table the September 14 Minutes until the next Regular Board Meeting on Oct 8, 2020, was supported by Hahn.

Vote: Aye: Duron-Willner, Hahn, Huyck, Largent, Stryd, Murphy, Kelly, White

Opposed: None

Motion passed.

MOTION by Murphy to approve the August 13 Minutes was supported by Huyck.

Vote: Aye: Huyck, Murphy, White

Abstain: Largent, Hahn

Opposed: None

Motion passed.

MOTION by Hahn to amend the April 9 Minutes to reflect that Hahn did not support the furlough was supported by Largent.

Vote: Aye: Huyck, Murphy, White, Largent, Hahn

Abstain: Duron-Willner, Kelly, Stryd

Opposed: None

Motion passed.

OPERATING BILLS Huyck discussed details of the operating bills, including large expenses such as the insurance payment.

MOTION by Huyck that the Board of Trustees approve expenditures for the operating bills for August, 2020 totaling \$313,797.96 was supported by Murphy.

Vote: Aye: Duron-Willner, Hahn, Huyck, Largent, Murphy, White

Abstain: Stryd, Kelly

Opposed: None

Motion passed.

FINANCIAL REPORT Huyck discussed details of the Financial Report

MOTION by Huyck to receive and file the Monthly Revenue and Expense Report for August, 2020 was supported by Hahn.

Vote: Aye: Hahn, Huyck, Largent, Murphy, White

Abstain: Duron-Willner, Kelly, Stryd

Opposed: None

Motion passed.

CORRESPONDENCE

- White reported there were several correspondence concerning support for staff and for board actions

LIBRARY DIRECTOR'S REPORT Director Grover thanked patrons, staff and new board members and shared the following Library activities:

- Director Grover congratulated Emma DeCenso and Rebecca Ross on their new positions.
- 93% of Full time and Part time employees have been recalled, along with 40% of pages.
- We have daily targets, and statistics to demonstrate our goals being met.
- Our holds have been reduced from 1,964 to 129.
- Phase 3 Reopening occurred 9/8/2020, small gifts were provided for patrons.
- 5 credit card terminals have been installed for easy bill pay and donations.
- Kelly Siegrist provided an update of programs provided for teens and children including the summer reading program, fairytale escape room, book discussion, and book bike.

COMMITTEE REPORTS

Community Liaison Committee

There was no report from the Community Liaison Committee.

Facilities Committee

A report of the Facilities Committee was given by Donald Wrench, the Facilities Coordinator. Detailed facilities updates including the Liberty St lower level flooding resolution with a new 3 phase panel, 4,500 & sump pump, \$13,000, emergency lighting upgrade \$38,000, eliminated fire hazard with a new

electrical cabinet panel for \$90,000, DTE transformer replacement, \$6,000, a new generator, fire panel \$30,000, Parking lot repaving at 12 Mile, \$15,000, rehab elevators at 12 mile, \$219,000, Liberty street fireplace upgrade, \$5,000, heating unit for employee breakroom, and a new Toyota Tacoma for \$26,000. Projects for 2021: Repair 12 mile main doors \$15,000, receiving door stairway repair, \$12,000, 12 mile and Liberty Building control units, \$20,000, HVAC 12 & Liberty 1.2 million, Roofing, both buildings, \$200,000, conveyor system repair at 12 mile, \$9,000, and eventual replacement \$600,000+, adding a curbside window, teen space, hear it/make it space, 12 mile café. For Covid-19 readiness, we have removed sitting furniture, added UV book sanitizing, PPE, Plexiglas, disabled computers. The complete Facilities Committee Report has been filed.

Finance Committee

Huyck reported that the Annual audit will start Sept, 28th by Allen, Young and Assoc. Using a digital platform has speeded up the process.

Personnel and Strategic Planning Committee

A presentation by Cynthia was given to the strategic planning committee. Director Grover was supported to consult an I.T. firm to evaluate diagnose and remedy concerns with I.T. systems

Ad-hoc Bylaws Committee

There was no report from the Bylaws Committee.

UNFINISHED BUSINESS

There was no Unfinished Business.

Public Comments:

Joy Montgomery discussed reason for leaving board, and thanked Riti, and the current board. Also Jeff Pavlik, Mark, Kristin, Kristy Cooper, Phillip, Joe O'Conner, Glen, Frank, Sue B, Eugene, Beth, Suzanne, Maria, Ron, Richard, Jennifer, Colleen, Kelly, Ken Massey, Roxana, Kathie, voicing concerns about and support for the library and Board of Trustee's.

NEW BUSINESS

There was no new business.

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

Director Grover stated any person staff, or patron who has concerns about their safety or questions about library policies that have been implemented, can contact her directly about their concerns.

President White emphasized that all board decisions are made openly in a public forum. The special meeting on 9/14/20 was needed to discuss attorney client privileged concerns, he stated he understands this raises concerns for the public. We will continue to improve at communicating to the staff and patrons. White emphasized that Director Grover always puts the safety of the staff and patrons first.

Duron-Willner recognized the public and staff's fear and confusion regarding some changes that are occurring. She addressed the need for a special meeting to discuss the assessment regarding the risks, deficiencies, and vulnerabilities that exist today. The risk jeopardize privacy and data considerations in our IT system.

Murphy asked the staff and community to give Director Grover support. She stated Director Grover is fighting for you and working hard to make FCL the best library possible. She needs support, not criticisms or attacks.

Largent thanked all for attending. He asked staff and patrons to honestly look at the deficiencies and difficulties that we are facing, and to all come together to make our library work. He apologized for making people uncomfortable, and hopes to soften his approach. He also apologized for criticism towards all staff, and recognized that many are dedicated to their job, and loved by the patrons. He also apologized to the both City Councils for not living up to their standard of professionalism. He thanked the new board members for their participation, and encouraged everyone to remain engaged, and thanked Director Grover for her vision.

ADJOURNMENT

MOTION by Huyck to adjourn the Board Meeting, was supported by Largent.

Vote: Aye: Duron-Willner, Hahn, Huyck, Largent, Stryd, Murphy, Kelly, White

Opposed: None

Motion passed.

The Board meeting was adjourned at 8:38 p.m. by President White. The next meeting of the Library Board is scheduled for Thursday, October 8, 2020 at 6:00 pm. Via ZOOM.

Respectfully Submitted,

Renee Murphy, Secretary
Library Board of Trustees