

Farmington Community Library Board of Trustees  
Regular Board Meeting - 7:00 p.m. – Ernest E. Sauter Board Room  
October 8, 2015

---

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: Plante Moran Auditors, David Helisek and Kari Shea

#### CALL TO ORDER

The Board Meeting was called to order at 7: 05 p.m. by Library Board President, C. Doughty.

#### PRESENTATION OF 2014 – 2015 AUDIT

Plante Moran auditor, D. Helisek, presented a review of the Independent Auditor's Opinion and gave the Farmington Community Library Plante Moran's highest level of assurance possible that financial statements are in order.

K. Shea presented the General Fund Revenue, General Fund Expenditures and Comparison of General Fund Balance for the year ended June 30, 2015. She reports that the graphs show that the Farmington Community Library finances are in good standing.

#### PUBLIC COMMENT

There was no public comment.

#### MINUTES

**MOTION** by G. Bosler to approve the Minutes of the September 10, 2015 Board Meeting was supported by P. O'Malley. Board approved. Motion passed.

#### FINANCIAL

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

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

---

**MOTION** by G. Bosler to receive and file the August Monthly Revenue Report was supported by C. Liebold. Board approved. Motion passed.

OPERATING BILLS

**MOTION** by P. O'Malley to approve \$331,668.87 of expenditures for check numbers 22100 through 22179 was supported by M. Moran. Board approved. Motion passed.

CORRESPONDENCE

There was one piece of correspondence.

FROM THE DIRECTOR

A new resource, United for Libraries, is a division of the American Library Association. This new division is intended to assist Trustees and Friends with training and tools to support their libraries. E. Streit invited Board members to participate.

Staff from the Children's Services Department met to discuss the 2015 Summer Reading program. The number of students enrolled in Summer Reading increased 160 from the previous year. Lanigan Elementary was added to the Summer Reading Outreach.

Painting and carpeting renovations at the Farmington Branch were completed and new chairs were delivered. The addition of interactive fabric walls and a magnetic wall in the Children's area will conclude the renovation.

FCL staff continues to reach out in the community. Jaclyn Miller and Jill Baker attended the Wellness Fair for seniors; E. Streit will assist at the Farmer's Market this weekend; E. Streit and J. Miller were present at the FPS public forum regarding the closing of area schools; Laura Scott and the Commission on Children, Youth and Family hosted a College Financing program which drew 100 people; E. Streit and J. Miller attended a community banquet hosted at the Muslim Community Mosque; J. Miller and Mary Carleton, Coordinator of Technology, attended the Call to Action Coalition Breakfast at the Costick Center.

The Library has been able to offer training to several staff: the Children's Department staff attended the MYSTIC (Metro Net Youth Services Committee) in-service; E. Streit attended the second workshop required for new Directors; Adult and Technology staff attended the Technology Forum where FCL Technology Specialist, Michael Shereda, presented on Gaming in the Library; twelve staff members attended the Black Belt Librarian program presented by Warren Graham.

Two part-time Library Assistants, one for each branch, were hired to work at the Circulation Desks. The remaining part-time positions, Librarian I and two paraprofessionals will be filled during the coming week.

COMMITTEE REPORTS

Finance Committee

The Finance Committee has no report.

---

Personnel Committee

The Personnel Committee has no report.

Benefits Committee

The Benefits Committee has no report.

UNFINISHED BUSINESS

Board Trustee, M. Bush, and E. Streit attended a meeting at the Farmington City Hall to hear about the plans for timed-parking in Farmington. The Board discussed the issue.

**MOTION** by G. Bosler to agree conditionally with the City of Farmington on the three-hour time limit for the Library parking lot but to reserve the right to withdraw from that agreement. Also, the Board gives C. Doughty the authority to table the decision if he does not approve, after conversations with the city representatives. The motion was supported by C. Liebold. Board approved. Motion passed.

NEW BUSINESS

The Library has received an estimate to put a key fob reader at the Main Library Receiving Room door similar to what is installed at the Farmington Branch Receiving door. E. Streit would like to move forward with that security lock as well as locks on all staff areas at the Main Library. Board members suggested finding the best, most secure system. The book drop security and enhanced cameras are additional areas of concern. E. Streit will gather information from other libraries, the Farmington Hills Police Department, Chris deBear of Library Design, a quote from Simplex Grinnell, who maintains our existing key fob system, and report back to the Board.

ADJOURNMENT

The Board meeting was adjourned at 9:05 p.m. by Library Board President, C. Doughty.

The next meeting of the Library Board is scheduled for Thursday, November 12, 2015 at 7:00 p.m. in the Ernest E. Sauter Board Room.

Respectfully Submitted,

G. Bosler, Secretary  
Library Board of Trustees

GB:dls