

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

December 17, 2008

- I. The regular monthly meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:04 p.m., December 17, 2008 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Peter Ruggirello.

A quorum was present, including the following: Robert Anderson; Barbara Brown; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Sharon Zielinski and ex-officio member Larry Neal.

Guest Jamie Morris was in attendance.

Mr. Lotito joined the meeting at 6:07 p.m.

- II. Jamie Morris presented the library's new marketing plan which will be incorporated as part of the overall strategic plan. The report was received and filed.

Ms Morris left the meeting at 6:33 p.m.

- III. **Approval of Minutes** – On a motion from Mr. Lotito and seconded by Ms Pugh the minutes of the November 19, 2008 meeting were approved.

On a motion from Mrs. Silda and seconded by Mrs. Zielinski the closed session minutes of the November 19, 2008 meeting were approved.

- IV. **Treasurer's Report** – Mrs. Brown reviewed a copy of the report with the Board. The report was received and filed.

- V. **Approval of Monthly Bills** – On a motion from Mrs. Brown on behalf of the Finance and Audit Committee the November 2008 expenditures totaling \$187,225.05 in checks and \$229,631.40 in electronic payments were approved.

- VI. **Public Comment** – There were no members of the public present.

- VII. **Communications** – The monthly action plan updates will be incorporated into the director's report. The communications report was received, reviewed and filed.

Mr. Gibson left the meeting at 6:45 p.m.

- VIII. **Director's Report** – The director's report was received, reviewed and filed.

- IX. **Committee Reports** –

A. *Finance and Audit Committee* – There was no report.

**X. Other Business**

- A. *Providing trustee contact information on library website* – The Board confirmed that the current information provided was sufficient and should be the same for all trustees.
- B. *Election of officers* – On a motion by Mr. Anderson and seconded by Mrs. Silda the following slate of officers for 2009 were approved as presented:
  - President .....Peter Ruggirello
  - Vice-President.....Michael Lotito
  - Secretary.....Elizabeth Pugh
  - Treasurer .....Barbara Brown
- C. *Sortation system proposal* – Mr. Neal will proceed with a study to determine if the system could be used to generate revenue by providing automated materials handling services to the Suburban Library Cooperative.
- D. *Director's employment agreement* – On a motion by Mrs. Zielinski and seconded by Mr. Lotito the Board approved the agreement as presented.
- E. *Discussion of privileged written legal opinion regarding PA 20 as applies to investments and purchase or lease of real estate* – On a motion by Mrs. Zielinski and seconded by Ms Pugh the Board entered into closed session at 7:45 p.m. on a unanimous roll call vote.

On a motion by Mrs. Silda and seconded by Mrs. Zielinski the Board returned to open session at 8:24 p.m.

- XI. **Adjournment** – On a motion by Mrs. Silda and seconded by Mrs. Zielinski the meeting was adjourned at 8:27 p.m.