Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

April 20, 2016

I. Call to Order – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:30 p.m., April 20, 2016 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: Barbara Brown; Michael Deyak; Fred Gibson, Jr.; Elizabeth Pugh; Peter Ruggirello; Sharon Zielinski (via telephone); and Ex-officio Larry Neal.

Trustees Michael Lotito and Camille Silda were excused.

Guest Lisa Mulvenna, Head of Youth and YA Services, was in attendance.

II. Adoption of the Agenda and Consent Agenda – On a motion from Ms Pugh and seconded by Mr. Deyak the Agenda was adopted and the Consent Agenda items were approved/received and filed:

- March 16, 2016 board meeting minutes
- March 2016 treasurer’s report
- Letter from Chippewa Valley Schools regarding accreditation review
- Letter to Tom Vitale regarding reconsideration of DVD
- Letter to Friends of CMPL thanking for Keurig for Board Room
- Warning to Michael Bilek regarding conduct
- Ban of Kayuan Cooper due to conduct
- Ban of Keywan Scott due to conduct
- Letter to Laura and Rick Slowiczek regarding donation
- Letter to Sophia Lange regarding comment card
- Warning to David Schoenherr regarding conduct
- Letter to Macomb County Economic Development Department regarding MLBPH payment
- Representation letter for 2014-15 fiscal year audit
- Letter from Clinton Township regarding library participation on Wall that Heals and Blood Drive Committees
- Approved Tax Collection Agreement with Clinton Township
- Approved updated CUS-2 Code of Conduct policy
- Approved updated PAY-3 Compensatory Time and Overtime policy
- Approved WORK-10 Children in the Workplace policy
- Updated Board Roster
- April 2016 Library Matters Monthly
- Spring 2016 Friends of CMPL Bookbinder
- Customer comment cards
- Press coverage

III. Public Comment – There were no members of the public present.
IV. **Presentations** – Mrs. Mulvenna provided an overview of the great success of the pilot project of switching the nonfiction collection in the Youth Department at the Main Library from Dewey to BISAC/Dewey.

Mrs. Zielinski left the meeting at 6:40 p.m.

Mrs. Mulvenna left the meeting at 6:50 p.m.

V. **Reports** –

**Finance and Audit Committee** – On a motion from Mrs. Brown and seconded by Ms Pugh the March checks totaling $242,296.82 and electronic payments totaling $1,378,546.50 were approved.

On a motion from Mr. Deyak and seconded by Mrs. Brown the request to purchase a bill change machine for the South Branch in the amount of $7,067.00 was approved.

**Library Director** – Mr. Neal will send a letter of condolence to Bobby Bendzinski regarding the loss of his son. Mr. Neal will send a thank you letter to Clinton Township on behalf of the Board for the reappointments of Mr. Deyak and Mr. Gibson. Mr. Neal will send a letter to Judge Richard Caretti thanking him for the ruling in favor of the Romeo District Library. The report was received, reviewed and filed.

VI. **Other Business** – There was no other business.

VII. **Adjournment** – On a motion from Mr. Deyak and seconded by Ms Pugh the meeting was adjourned at 7:36 p.m.

Approved: May 18, 2016

Elizabeth Pugh, Secretary