

## Clinton-Macomb Public Library

### Board of Trustees Meeting Minutes

November 16, 2016

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 5:43 p.m., November 16, 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.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Sharon Zielinski (via telephone); and Ex-officio Larry Neal.  
  
There were no guests in attendance.
- II. **Adoption of the Agenda** – On a motion from Mr. Deyak and seconded by Ms Pugh the Agenda was adopted as amended adding, “Permission to serve alcohol” as Other Business VIII. E.
- III. **Approval of Consent Agenda Items** – On a motion from Mr. Lotito and seconded by Mrs. Silda the Consent Agenda items were approved/received and filed:
  - October 19, 2016 board meeting minutes
  - October 19, 2016 finance and audit committee minutes
  - October 2016 treasurer’s report
  - Letter to Garry York regarding donation of wheelchair
  - Letter to Ida Varani regarding donation to MLBPH@CMPL
  - Letter banning unnamed customer
  - Warning letter to Beau Cooper regarding physical state
  - Letter banning unnamed customer
  - Letter banning unnamed customer
  - Letter banning unnamed customer
  - October 2016 Library Matters Monthly
  - November 2016 Tips for Top Notch Teachers
  - Updated GOV-4 Library Board Bylaws
  - Customer comment cards
  - Press coverage
- IV. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Silda the October checks totaling \$334,477.44 and electronic payments totaling \$223, 417.56 were approved.
- V. **Presentations** – There were no presentations.
- VI. **Public Comment** – There were no members of the public present.
- VII. **Reports** –  
*Library Director* –The report was received, reviewed and filed.

**VIII. Other Business –**

*Proposed updated 2017 Planning Calendar* – On a motion from Mr. Lotito and seconded by Ms Pugh the proposed update was approved.

*Proposed update to BENR-10 Life Insurance policy* – On a motion from Mr. Deyak and seconded by Ms Pugh the proposed update was approved.

*2015-16 Fiscal Year Budget Amendment* – On a motion from Mrs. Brown and seconded by Mrs. Silda the amendment was approved.

Mr. Gibson joined the meeting at 6:15 p.m.

*Financial forecast – status quo* – The forecast was received, reviewed and filed. On a motion from Mr. Lotito and seconded by Mrs. Silda the Board authorized Mr. Neal to hire TMP Architecture to assist in planning for potential future capital projects as part of the strategic plan.

*Permission to serve alcohol* – On a motion from Ms Pugh and seconded by Mr. Lotito the Board approved the serving of alcohol at the Comicon program on April 22, 2017 and the Taste of the Town Fundraiser on April 28, 2017. Proper protocols will be followed to ensure that minors are not served and that adults do not become intoxicated.

**IX. Adjournment** – On a motion from Mr. Deyak and seconded by Mr. Gibson the meeting was adjourned at 6:39 p.m.

Approved: December 21, 2016  
Elizabeth Pugh, Secretary