

## Clinton-Macomb Public Library

### Board of Trustees Meeting Minutes

January 18, 2017

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:34 p.m., January 18, 2017 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; and Sharon Zielinski (via telephone); and Ex-officio Larry Neal.
- Guests Amy Young and Brittany Trudeau, School Outreach Librarians, were in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Brown and seconded by Mrs. Silda the Agenda was adopted as presented.
- III. **Approval of Consent Agenda Items** – On a motion from Mr. Lotito and seconded by Ms Pugh the Consent Agenda items were approved/received and filed:
- December 21, 2016 board meeting minutes
  - December 2016 treasurer's report
  - Letter banning Matt Kevelighan due to conduct
  - Letter banning unnamed customer due to conduct
  - Thank-you email from Gail Madziar, MLA Executive Director
  - Letter to Wei-Whei Chang regarding donation
  - Letter to Daniel Barnard regarding legal counsel services
  - Letter to Michael Nickerson regarding legal counsel services
  - Letter to Peter Peacock regarding legal counsel services
  - Letter to Jennifer Willson regarding donation
  - Email from Laura Edghill
  - Letter to Macomb County regarding annual contract payment
  - 2015-16 MLBPH@CMPL update to Macomb County
  - 2015-16 *In Focus News – Braille & Talking Book Library*
  - January 2017 *Library Matters Monthly*
  - January-April 2017 *Library Matters*
  - January 2017 *Tips for Top-Notch Teachers*
  - Updated 2017 Planning Calendar
  - Updated 2017 Board Roster
  - Updated CIRC-2 Checkout policy
  - Updated CUS-2 Code of Conduct policy
  - MLA Advocacy update
  - Customer comment cards
  - Press coverage

- IV. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Silda the December checks totaling \$411,986.65 and electronic payments totaling \$228,466.18 were approved.
- V. **Presentations** – Ms Young and Ms Trudeau provided the Board with an overview of the library’s growing school outreach activities. Ms Young and Ms Trudeau left the meeting at 6:55 p.m.
- 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** –  
*North Branch tenant lease extension* – Mr. Neal will review the tenant leasing situation with the library’s attorney. The preference is to keep all of the tenants month to month until the Board’s decision on the future of the North Branch. If acceptable to the library’s attorney Mr. Neal should accept the check from one tenant for prepaying the entire year’s rent in advance.
- IX. **Adjournment** – On a motion from Mrs. Silda and seconded by Mr. Lotito the meeting was adjourned at 7:36 p.m.

Approved: February 15, 2017  
Elizabeth Pugh, Secretary