

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

February 15, 2017

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:36 p.m., February 15, 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.

Guest Steven Smith, TMP Architecture, was in attendance.

- II. **Adoption of the Agenda** – On a motion from Mr. Deyak and seconded by Mrs. Silda the Agenda was adopted as presented.

- III. **Approval of Consent Agenda Items** – On a motion from Mr. Deyak and seconded by Ms Pugh the Consent Agenda items were approved/received and filed:

- January 18, 2017 board meeting minutes
- January 2017 treasurer's report
- Audit letter from Daniel Bernard
- Audit letter from FosterSwift
- Letter to Carol Lemelin notifying of donation
- Letter to Donna Wallace regarding donation
- Letter to Barbara Kaiser notifying of donation
- Letter to Madeleine Gild regarding donation
- Thank you letter from Beth Martin
- January 2017 *Library Matters Monthly for Staff*
- January 2017 *Library Matters Monthly*
- Customer comment cards
- Press coverage

- IV. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Silda the January checks totaling \$187,789.13 and electronic payments totaling \$231,527.08 were approved.

- V. **Presentations** – Mr. Smith provided an overview of cost estimates for options to expand the North Branch including a minimal remodeling of the current building, extensive remodeling of the current building and building a new building.

Mr. Smith left the meeting at 7:13 p.m.

The Board requested Mr. Neal to provide a final estimate for the new building option and related financial forecast at the March meeting.

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

VII. **Reports** –

Library Director – On a motion from Mrs. Silda and seconded by Ms Pugh the 2017 Planning Calendar was amended to change meeting locations as follows: March 15 – from South Branch to Main Library; June 21 – from North Branch to South Branch; October 25 – from Main Library to North Branch.

Regarding the nonresident customer who routinely makes disparaging comments about the library, Mr. Neal was advised not to respond or to suggest the customer use another library.

The report was received, reviewed and filed.

VIII. **Other Business** –

Resignation of Trustee Michael Deyak – On a motion from Ms Pugh and seconded by Mrs. Brown the Board accepted with regret Mr. Deyak's letter of resignation. Mr. Neal will notify Clinton Township.

Mr. Lotito left the meeting at 7:52 p.m.

2017 Committee assignments – The Board Committee assignments will remain the same as 2016 with the exception of the Suburban Library Cooperative Representative which is not needed for 2016-17.

IX. **Adjournment** – On a motion from Mrs. Silda and seconded by Mr. Deyak the meeting was adjourned at 8:02 p.m.