

## Clinton-Macomb Public Library

### Board of Trustees Meeting Minutes

May 17, 2017

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:33 p.m., May 17, 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; Elizabeth Pugh; Peter Ruggirello; Camille Silda (via telephone); and Amy Wille and Ex-officio Larry Neal.

Trustees Fred Gibson, Jr. and Michael Lotito were excused.

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 presented.

- III. Mrs. Wille was introduced and welcomed as a new member of the Board.

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

- April 19, 2017 board meeting minutes
- April 2017 treasurer's report
- April 19, 2017 finance and audit committee meeting minutes
- 2015-16 fiscal year audit
- Updated MGT-12 displays and distribution of non-library materials policy
- Updated PAY-2 schedules policy
- Updated board roster
- FOIA request from American Transparency
- Representation letter to Andrews Hooper Pavlik, PLC
- Letter from Foster Swift regarding rate increase
- Letter to Grace Sabon regarding community survey drawing
- Letter to Kathy Matoski regarding community survey drawing
- Letter to Ashley Alexander regarding MLBPH donation
- Letter to James Benya regarding MLBPH donation
- Letter to Melanie and Howard Brandston regarding MLBPH donation
- Letter to Nicole Connaire regarding MLBPH donation
- Letter to Leland Curtis regarding MLBPH donation
- Letter to Victor and Vicki Dmitruk regarding MLBPH donation
- Letter to Rick and Lynn Fior regarding MLBPH donation
- Letter to Daniel Hodge regarding MLBPH donation
- Letter to Jean Schrage notifying of donations
- Letter to Tom Squillace notifying of donations

- Letter to customer regarding revocation of proctoring privileges
- Thank-you card from Shirley Bruursema regarding keynote presentation to Friends of Michigan Libraries—Trustee Alliance
- Summer MLBPH @CMPL *Reading is for Everyone*
- May 2017 *Library Matters Monthly*
- May-August 2017 *Library Matters*
- Customer comment cards
- Press coverage

- V. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Silda the April checks totaling \$233,028.59 and electronic payments totaling \$374,764.56 were approved.
- VI. **Public Comment** – There were no members of the public present.
- VII. **Presentations** – Mr. Neal reviewed the results of the 2017 Community Survey. The report was received, reviewed and filed.
- VIII. **Reports** –  
*Library Director* – The report was received, reviewed and filed.
- IX. **Other Business** –  
*Resolution on retirement of Jeanine Taylor* – On a motion from Mrs. Brown and seconded by Ms Pugh the following resolution was approved:  
“Whereas, Jeanine Taylor was hired as a full-time Adult/Teen Services Librarian on May 29, 2001, and  
Whereas, Jeanine was one of our Adult Services Librarians who helped open the new Main Library on October 26, 2003, and  
Whereas, Jeanine was the library’s first librarian dedicated to serving teens and established the library’s first Teen Advisory Committee, and  
Whereas, Jeanine has long been recognized for her expertise in local history and is responsible for the entire print and digital collections available today, and  
Whereas, Jeanine has cultivated successful long-standing partnerships with the Clinton Township Historical Commission, Greater Clinton Township Historical Society, and Veterans History Project, and  
Whereas, Jeanine agreed to divide her duties between the Main Library and North Branch to help out during a difficult fiscal time in the library’s history, and  
Whereas, Jeanine will be greatly missed by the Library Board, staff, volunteers and customers alike for her never-ending willingness to pitch in, excellent organization skills, and strong desire to continue to learn and grow professionally,  
Therefore, be it resolved that the Board of Trustees of the Clinton-Macomb

Public Library extends its sincere gratitude and appreciation for Jeanine's service over the past sixteen years, and wishes her good health and great happiness in her retirement."

*Permission to serve alcohol at library program* – On a motion from Mr. Deyak and seconded by Mrs. Brown permission was granted for the serving of samples of beer at the program planned for fall as permitted by law.

*Request for reconsideration* – Outlaws and Angels DVD – Mrs. Wille and Mr. Neal will review the item and make a recommendation at an upcoming Board meeting.

*Process to hire architectural firm* – On a motion from Ms Pugh and seconded by Mrs. Brown the Board requested Mr. Neal to send an RFP for architectural services to Quinn Evans Architects and TMP Architecture for the new North Branch.

*Purchase of early literacy stations* – On a motion from Mr. Deyak and seconded by Ms Pugh the Board authorized the purchase of 14 early literacy stations and related hardware and software in an amount not to exceed \$10,500.00.

The Board extended its sincere appreciation to Mr. Deyak for his past four years of service as a trustee, in particular for the significant amount of his time and expertise during the construction of the new South Branch building.

- X. **Adjournment** – On a motion from Mr. Deyak and seconded by Ms Pugh the meeting was adjourned at 7:40 p.m.

Approved: June 21, 2017  
Elizabeth Pugh, Secretary