

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

January 17, 2018

- 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 17, 2018 in the Meeting Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Michael Lotito.
- A quorum was present, including the following: Barbara Brown; Cheryl Cannon; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Amy Wille and Ex-officio Larry Neal.
- Guest Anne Seurnyck of Foster Swift was in attendance via conference call. Trustees Fred L. Gibson, Jr. and Camille Silda were excused.
- II. **Adoption of the Agenda** – On a motion from Mrs. Cannon and seconded by Ms Pugh the Agenda was adopted as amended to include adding, “VIII. Other Business – Director’s request to send RFP for construction management services to additional firms.”
- III. **Other Business – Part I** - On a motion from Mrs. Brown and seconded by Mr. Ruggirello on a unanimous roll call vote the Board entered into closed session at 6:35 p.m. for the purpose of discussing a confidential, attorney-client privileged, written legal opinion regarding the proposed third amendment to the district library agreement.
- Ms Seurnyck joined the closed session at 6:55 p.m.
- Ms Seurnyck left the closed session at 7:14 p.m.
- On a motion from Ms Pugh and seconded by Mrs. Wille the Board returned to open session at 7:16 p.m.
- On a motion from Ms Pugh and seconded by Mr. Ruggirello the Board directed Ms Seurnyck to contact Clinton Township attorney Jack Dolan regarding his concerns about the proposed third amendment to the district library agreement and to share the necessary content of her memo with him to present the library’s point of view.
- IV. **Approval of Consent Agenda Items** – On a motion from Mrs. Brown and seconded by Mrs. Wille the Consent Agenda items were approved/received and filed:
- December 20, 2017 board meeting minutes
 - December 2017 treasurer’s report
 - January 8, 2018 Millage Review Committee minutes
 - New North Branch Program
 - Letter from Clinton Township Goodfellows regarding the use of lease space and book purchase assistance
 - Letter banning Kyle Evans due to behavior

- Letter to Dr. Mark Sikorski regarding lease prepayment
- Letter to Foster Swift (corrected) regarding annual appointment as attorney for special library issues
- Letter to Jackie Weber regarding donation in honor of son
- Thank you note from Karen Mountz regarding joint In-Service Day
- Thank you note from Ellen Robinette regarding presentation to OCC Library Technician class
- Personal note from Sharon Zielinski
- Annual audit response letter from Foster Swift
- January 2018 *Library Matters Monthly*
- January 2018 *CMPL Digital Download*
- Customer comment cards
- Press coverage

V. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Wille the December checks totaling \$366,660.02 and electronic payments totaling \$245,114.32 were approved.

VI. **Public Comment** – There were no members of the public present. Mr. Neal shared a voice mail message from customer Christina Davis regarding her delight with the library’s automatic renewal service.

VII. **Presentations** – None.

VIII. **Reports** –

Millage Review Committee – Mrs. Cannon and Mrs. Wille indicated that the committee had met and reviewed potential upcoming issues on the ballot and election cycles. The committee expects to recommend the millage renewal question be placed on the August 2020 ballot.

Library Director – The report was received, reviewed and filed.

IX. **Other Business – Part II** –

Request for reconsideration – Nothing Bad is Going to Happen – Mrs. Cannon and Mr. Neal will review the book and make a recommendation at a future Board meeting.

Library Board committee appointments – Board members were asked to review their current assignments and to contact Mr. Lotito if they wanted to request any changes.

Director’s request to send RFP for construction management services to additional firms – On a motion from Ms Pugh and seconded by Mrs. Brown the Board authorized Mr. Neal to send the RFP to additional firms if he anticipates there will not be at least two responses to the request. The Board indicated it had a strong preference to hire a firm with previous experience in working with Quinn Evans Architects.

- X. **Adjournment** – On a motion from Mrs. Brown and seconded by Ms Pugh the meeting was adjourned at 7:57 p.m.

Approved: February 21, 2018
Elizabeth Pugh, Secretary