

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

February 21, 2018

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:31 p.m., February 21, 2018 in the Board 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; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Amy Wille and Ex-officio Larry Neal.
- There were no guests in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Brown and seconded by Ms Pugh the Agenda was adopted as presented.
- III. **Approval of Consent Agenda Items** – On a motion from Mrs. Cannon and seconded by Ms Pugh the Consent Agenda items were approved/received and filed:
- January 17, 2018 board meeting minutes
 - January 17, 2018 board meeting closed session minutes
 - January 2018 treasurer's report
 - Annual audit attorney letter
 - January 2018 *Tips for Top Notch Teachers*
 - February 2018 *Library Matters Monthly*
 - February 2018 *Digital Download*
 - Customer comment cards
 - Press coverage
- IV. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Wille the January checks totaling \$178,672.55 and electronic payments totaling \$231,002.72 were approved.
- Mrs. Silda joined the meeting at 6:41 p.m.
- V. **Public Comment** – There were no members of the public present.
- VI. **Presentations** – None.
- VII. **Reports** –
- Library Director* – The Board directed Mr. Neal to request the library's attorney, Anne Seurnyck, contact Clinton Township's attorney regarding the status of the district library agreement update. The report was received, reviewed and filed.
- Mr. Gibson joined the meeting at 7:08 p.m.

VIII. **Other Business**

Library Board committee appointments – The document was received, reviewed and filed.

Library Board reappointments – On a motion from Mrs. Silda and seconded by Ms Pugh the Board requested Mr. Lotito to send letters to Clinton Township Board members in support of reappointing of Mr. Ruggirello and Ms Pugh for terms running May 1, 2018 through April 30, 2022.

Request for Reconsideration – Nothing Bad Is Going to Happen – On a motion from Mr. Ruggirello and seconded by Mrs. Wille the library will retain the book in the library's young adult collection until such time the item is removed as part of the standard collection development process.

Permission to serve alcohol and hold after hours Rotary event – On a motion from Mr. Ruggirello and seconded by Ms Pugh in recognition of Mr. Neal's forthcoming service to the community as president of the Rotary Club of Mount Clemens (RCMC), the Board authorized the RCMC to hold its President's Ball at the South Branch on June 8, 2018, after hours, to charge admission to the event, and to serve alcohol contingent upon the review of the library's insurance agent to ensure the appropriate insurance coverage is provided by the RCMC and/or Rotary International. All other provisions of the library's MGT-10 Meeting Room Use policy will apply.

Prevailing wage – The Board discussed the MGT-13 Fair Labor Harmony policy and will ask the construction management firms bidding on the project about their opinions of having payrolls certified.

Authorization to sign architectural and engineering contract and addendum for wetlands and floodplain engineering assistance – On a motion from Mr. Ruggirello and seconded by Ms Pugh the Board authorized Mr. Ruggirello to sign the contract for architectural and engineering services and the addendum dated February 13, 2018, and to authorize Quinn Evans Architects to expend up to \$20,000 for the work outlined in the addendum.

On a motion from Mrs. Cannon and seconded by Mrs. Silda, upon written confirmation from the Macomb Township Board of Trustees affirming its intent to donate land for the new North Branch Library and upon mutual agreement of Mr. Lotito and Mr. Neal the Board authorized Mr. Neal to authorize up to an additional \$50,000 of the work outlined in the contract with Quinn Evans for architectural and engineering services to be completed.

Designation of library director as owner's representative – On a motion from Mrs. Brown and seconded by Mrs. Wille the Board designated Mr. Neal as library director as the owner's representative for all contracts and

services including, but not limited to, site development, architecture/engineering, construction, equipping and furnishing of the new North Branch.

- IX. **Adjournment** – On a motion from Mrs. Brown and seconded by Ms Pugh the meeting was adjourned at 7:45 p.m.

Approved: March 28, 2018
Elizabeth Pugh, Secretary