

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

August 30, 2018

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:35 p.m., August 30, 2018 in the Main Library Board Room, 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; Camille Silda; Amy Wille; and Ex-officio Larry Neal.
- Trustee Fred Gibson, Jr., was excused.
- Guests Aaron Phillips from McCarthy & Smith, and Ann Dilcher and James Mumby from Quinn Evans Architects were in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Silda and seconded by Mrs. Brown the agenda was adopted as presented.
- III. **North Branch site, building and budget update** – Mr. Phillips presented an overview of the schematic design budget estimate which is in line with the Library Board’s initial target. Ms Dilcher and Mr. Mumby provided an updated site concept plan and elevations. Preliminary feedback has been received from Macomb Township’s Town Center Design Committee which will be taken into consideration for the next iteration of elevations.
- Ms Dilcher, Mr. Mumby and Mr. Phillips left the meeting at 7:33 p.m.
- IV. **Approval of Consent Agenda Items** – Mrs. Brown suggested adding the MILibraryCard and audiobooks to the MLBPH listing on the new resident welcome brochures. On a motion from Mrs. Silda and seconded by Mrs. Brown the Consent Agenda items were approved/received and filed:
- July 18, 2018 board meeting minutes
 - July 2018 treasurer’s report
 - Letter to Clinton Township requesting approval of third amendment to district library agreement
 - Letter to Macomb Township requesting approval of third amendment to district library agreement
 - Letter from Clinton Valley Kiwanis regarding participation in flag program
 - Letter from Senator Tory Rocca regarding HB5090
 - Letter to Robert Considine regarding donation
 - Letter to Luisa DiLorenzo and Joseph Skoney regarding MLBPH donation
 - Letter to Takeko Hayashi regarding MLBPH donation

- Letter to Ryan and Mindy Arndt notifying of titles purchased
- Letter to Vicki Bennett regarding donation
- Updated 2018 Planning Calendar
- New Clinton Township resident welcome flyer
- New Macomb Township resident welcome flyer
- August 2018 *Library Matters Monthly*
- August 2018 *Digital Download*
- Customer comment cards
- Press coverage

V. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Silda the July checks totaling \$208,955.99 and electronic payments totaling \$231,206.17 were approved.

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**

Clinton Township Goodfellows request to use South Branch lease space – On a motion from Mr. Ruggirello and seconded by Ms Pugh the Board authorized the Clinton Township Goodfellows to use the South Branch lease space for the period November 19 to December 19 upon the provision of insurance as requested by the Library Director.

Contract with TMP Architecture for feasibility and budget estimating for Main Library upgrades and refurbishing projects – On a motion from Mrs. Brown and seconded by Ms Pugh the Board authorized Mr. Neal to sign a contract with TMP Architecture for feasibility and budget estimating for Main Library upgrades and refurbishing projects in an amount not to exceed \$12,500.

Request to purchase AV equipment – On a motion from Mr. Ruggirello and seconded by Mrs. Wille the Board approved the contract with National Communications Corporation to install AV equipment in three study rooms and the board room at the Main Library in an amount not to exceed \$22,154.08.

Request to hire Andrews, Hooper, Pavlic PLC – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board authorized Mr. Neal to hire Andrews, Hooper, Pavlik PLC for the 2017-18 fiscal year audit for the amount of \$14,300.

Resolution declaring intent to reimburse for expenditures – On a motion from Mrs. Silda and seconded by Mrs. Canon on a unanimous roll call vote, the following preamble and resolution were approved:

“ WHEREAS, the Clinton-Macomb Public Library, County of Macomb, State of Michigan (the “Library”) intends to issue general obligation

bonds (the “Bonds”) pursuant to Act 265, Public Acts of Michigan, 1988, as amended, in an aggregate principal amount of not to exceed Fifteen Million Dollars (\$15,000,000), for the purpose of paying all or part of the costs of acquiring, constructing, furnishing and equipping a new library building and related site improvements, together with certain improvements to the Main Library (the “Project”); and

WHEREAS, the Library intends at this time to state its intention to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the Library for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Library makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. §1.150 2 pursuant to the Internal Revenue Code of 1986, as amended:

(a) As of the date hereof, the Library reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from funds of the Library subsequent to sixty (60) days prior to today.

(b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$15,000,000.

(c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the Library’s use of the proceeds of the Bonds to reimburse the Library for a capital expenditure made pursuant to this resolution.

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.”

Review of draft 2018-19 fiscal year budget – The 2018-19 fiscal year draft budget and 10-year financial forecast were reviewed.

IX. **Adjournment** – On a motion from Mrs. Brown and seconded by Mrs. Silda the meeting was adjourned at 8:08 p.m.