

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

April 17, 2019

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:30 p.m., April 17, 2019 in the 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; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda (via telephone); Amy Wille; and Ex-officio Larry Neal.

Guests Jeannie Lake, Account/Benefits Coordinator; Greg Soule from Andrews Hooper Pavlic, PLC; and Aaron Phillips from McCarthy & Smith were in attendance.

- II. **Adoption of the Agenda** – On a motion from Mrs. Cannon and seconded by Mrs. Wille the agenda was adopted as presented.

III. **Other Business**

*Presentation of 2017-18 fiscal year audit* – Mr. Soule presented the highlights of the audit. On a motion from Mrs. Brown and seconded by Mrs. Wille the board accepted the 2017-18 fiscal year audit as presented.

Mrs. Lake and Mr. Soule left the meeting at 6:43 p.m.

*New North Branch Library update* – Mr. Phillips provided an update of the value engineering process, site plan approval, building permit application and ground breaking ceremony. Mr. Neal provided an overview of the interior finishes.

Mr. Phillips left the meeting at 7 p.m.

The board confirmed that Mr. Neal will identify and determine the donor opportunities and amounts for the new building. He will continue to explore options for potential artwork in the center of the Community Commons area.

*Replacement automated materials handling system* – On a motion from Mrs. Brown and seconded by Ms Pugh the board authorized the library director or his designee to sign a contract with Tech-Logic for the replacement of the automated materials handling system at the Main Library in an amount not to exceed \$304,500.

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

- March 20, 2019 board meeting minutes

- March 20, 2019 bond authorizing resolution
  - March 2019 treasurer's report
  - April 2019 *Library Matters Monthly*
  - March 2019 *Tips for Top-Notch Teachers*
  - Registered municipal advisor engagement letter from Bendzinski & Co.
  - Ground breaking invitation letter to Macomb Township Board of Trustees
  - Ground breaking invitation letter to Clinton Township Board of Trustees
  - Letter from Clinton Township Treasurer thanking for blood drive participation
  - Letter to Janice Bielski notifying of MLPBH donations
  - Letter to Kubica family regarding MLBPH donation
  - Letter to Wieckowski family regarding MLBPH donation
  - Letter to Sherry Baker notifying of donation
  - Letter to Ruby Family regarding donation
  - Letter banning minor customer due to conduct
  - Letter banning minor customer due to conduct
  - Letter banning minor customer due to conduct
  - Email FOIA request and response
  - Updated PERF-1 Organizational chart
  - Press coverage
- V. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Cannon the March checks totaling \$259,025.41 and electronic payments totaling \$1,797,459.28 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. **Adjournment** – On a motion from Mr. Ruggirello and seconded by Mrs. Cannon the meeting was adjourned at 8:12 p.m.

Approved: May 15, 2019  
Elizabeth Pugh, Secretary