

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

May 19, 2021

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:38 p.m., May 19, 2021 virtually via Zoom in compliance with Michigan Public Act 254 of 2020. The presiding officer was Camille Silda.

A quorum was present, with those attending remotely announcing their physical location as indicated: Barbara Brown (Clinton Township, MI); Cheryl Cannon (Clinton Township, MI); Fred Gibson, Jr. (Clinton Township, MI); Elizabeth Pugh; Peter Ruggirello (Clinton Township, MI); Camille Silda (Macomb, MI); Amy Wille (Macomb, MI); and Ex-officio Larry Neal.

Trustee Michael Lotito was excused.

Guest Anne Seurnyck of Foster Swift was 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 – Part I** – On a motion from Mrs. Brown and seconded by Ms Pugh the Board entered into closed session at 6:39 p.m. on a unanimous roll call vote for the purpose of discussing a confidential, written legal opinion.

Ms Seurnyck left the meeting at 7:51 p.m.

On a motion from Mrs. Wille and seconded by Mrs. Cannon the Board returned to open session at 7:52.

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

- April 21, 2021 board meeting minutes
- April 2021 treasurer's report
- Updated board roster
- Updated GEN-2 Definitions policy
- Audit representation letter
- Letter to Ken Green regarding *Library Matters* column about Don and Mira Green
- Letter from Senator Michael MacDonald regarding Reading Month assistance
- Letter from Thomas and Marilyn Giacobassi regarding donation
- Letter to Thomas and Marilyn Giacobassi thanking for donation
- Letter to Susan Elamri thanking for donation
- April 2021 *Early Lit Tips*
- May 2021 *Library Matters Monthly*

- Summer 2021 MLBPH *Reading Is for Everyone*
- Customer comment cards
- Press coverage

- V. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Wille the April checks totaling \$231,079.55 and electronic payments totaling \$282,067.15 were approved.

On a motion from Mrs. Brown and seconded by Mrs. Wille the April new North Branch bond fund checks totaling \$52,779.75 and electronic payments totaling \$677,138.73 were approved.

Public Comment – There were no members of the public present.

- VI. **Reports** –

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

- VII. **Other Business – Part II** –

New North Branch project budget update – The report was received, reviewed and filed.

Request to award access control system bid for new North Branch – On a motion from Mrs. Cannon and seconded by Mr. Gibson the Board authorized Mr. Neal to sign a contract for the new North Branch access control equipment and Openpath software with Flying Locksmiths in an amount not to exceed \$33,291.

Request to approve change order for soffits – On a motion from Mrs. Wille and seconded by Mr. Ruggirello the Board confirmed the approval of a change order in the amount of \$142,370 for exterior soffits for the new North Branch to be paid from construction contingency.

Request to purchase outdoor furnishings for new North Branch – On a motion from Mrs. Brown and seconded by Ms Pugh the Board authorized Mr. Neal to sign a purchase agreement with Library Design Associates for the purchase of outdoor furnishings for the new North Branch not to exceed \$57,288.

Request to sign contract for early literacy features for new North Branch – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board authorized Mr. Neal to sign a contract with the Burgeon Group for early literacy features for the new North Branch upon review by the library's legal counsel in an amount not to exceed \$225,000.

Request to modify librarian intern wage scale – On a motion from Mrs. Cannon and seconded by Mrs. Wille the Board modified the librarian intern wage scale to \$17 an hour for Step 1 and \$18 an hour for Step 2.

Macomb Library for the Blind and Physically Handicapped contract renewal – Mrs. Silda noted that she had attended a presentation by Mr.

Neal to the Macomb County Board of Commissioners earlier in the day and that it was well received.

VIII. **Adjournment** – On a motion from Mrs. Cannon and seconded by Mrs. Wille the meeting was adjourned at 8:26 p.m.

Approved: June 16, 2021
Elizabeth Pugh, Secretary