

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

December 15, 2021

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:32 p.m., December 15, 2021, in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Camille Silda.
- A quorum was present, including the following: Cheryl Cannon; Lynda Locke; Elizabeth Pugh; Camille Silda; Amy Wille; and ex-officio member Larry Neal.
- Trustee Michael Lotito was excused.
- There were no guests in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Cannon and seconded by Mrs. Wille the agenda was adopted as amended to add “VII. H. Detroit Institute of Arts’ Partners in Public Art – Clinton Township.”
- III. **Approval of Consent Agenda Items** – On a motion from Mrs. Locke and seconded by Ms Pugh item “III. A. November 17, 2021 board meeting minutes” was moved to “VII. I.” and the remaining Consent Agenda items were approved/received and filed:
- November 2021 treasurer’s report
 - Letter to Clinton Township recommending appointment of Lynda Locke
 - First amendment to purchase agreement for 16800 24 Mile Road
 - Second amendment to purchase agreement for 16800 24 Mile Road
 - Thank you from St. Tarsus for donation of food by library staff
 - Email from Barbara Brown regarding board resolution
 - Letter thanking Al Iafrate for donation
 - Letter thanking Barb Wickham for donation
 - Letter thanking David Degrandchamp for donation
 - Letter thanking Connie Spector for donation
 - Letter thanking Mount Clemens Rotary Club for donation
 - Letter thanking Mount Clemens Rotary Foundation for donation
 - Letter thanking Geoffrey and Mary Anne Ramer for donation
 - Letter notifying Susan Ramer of donation
 - Letter thanking Chicks w/Sticks for MLBPD donation
 - Letter notifying Theresa Toccaceli of MLBPD donation
 - Letter thanking Jeanne Dupuis for donation
 - Letter notifying Cathy Campbell of donation
 - Letter notifying Lori Boughner of donation
 - Updated service policy manual table of contents
 - Updated GOV-1 Library Establishment policy
 - Updated GOV-4 Library Board Bylaws

- Updated MGT-12 Displays, Petitioning and Distribution of Non-Library Materials policy
- Updated MGT-13 Purchasing policy
- January-April 2022 *Library Matters*
- November 2021 *Tips for Top Notch Teachers*
- December 2021 *Digital Download*
- December 2021 *Library Matters Monthly*
- Customer comment cards
- Press coverage

IV. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mrs. Wille the November checks totaling \$435,608.96 and electronic payments totaling \$404,080.48 were approved.

On a motion from Mrs. Cannon and seconded by Ms Pugh the November new North Branch bond fund checks totaling \$84,684.38 and electronic payments totaling \$588,076.08 were approved.

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

VI. **Reports** –

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

VII. **Other Business**

Election of 2022 Library Board offices – On a motion from Mrs. Wille on behalf of the Nominating Committee the following slate of officers were elected:

President Amy Wille
Interim Vice President..... Camille Silda
Secretary Elizabeth Pugh
Treasurer..... Cheryl Cannon

By common consent the agenda was amended to add item “VII. J. Update to GOV-4 Library Board Bylaws.”

Updated new North Branch budget – On a motion from Mrs. Wille and seconded by Mrs. Locke the report was received, reviewed and filed. Mr. Neal will contact the Macomb Township Supervisor to see if he is interested in supporting a request to the Macomb County Department of Roads to restore a speed limit sign on Broughton Road and to add stripes to the crosswalk between the library and the parks and recreation building.

Approval of legal counsel – On a motion from Mrs. Cannon and seconded by Mrs. Wille the following legal counsel will be retained for 2022: Daniel Bernard, Tom Colis, Michael Nickerson, Peter Peacock, and Anne Seurnyck.

Contract for janitorial services – On a motion from Mrs. Wille and seconded by Mrs. Locke the Board authorized the library director or his

designee to sign a one-year contract for janitorial services with A&B Commercial Cleaning for an amount not to exceed \$204,432. A follow-up report will be given in six months regarding the quality of service.

Contract for door access control system upgrades – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board authorized the library director or his designee to sign a contract with The Flying Locksmiths to upgrade the door access control systems and add power assist to one door in an amount not to exceed \$30,075 and to purchase pin pad readers in an amount not to exceed \$4,500.

Contract for boiler repair – On a motion from Mrs. Cannon and seconded by Ms Locke the Board authorized the library director or his designee to sign a contract for the repair of boiler #2 in an amount not to exceed \$29,200 plus the cost for emergency stop buttons.

Resolution on the retirement of Library Board Trustee Fred L. Gibson, Jr. – On a motion from Mrs. Wille and seconded by Mrs. Locke the Board approved the following resolution:

“WHEREAS, Fred L. Gibson, Jr. commenced his position as a Trustee of the Clinton-Macomb Public Library on May 1, 2008 and retired from his position on November 29, 2021; and

WHEREAS, the Clinton-Macomb Public Library Board appreciates the tireless work of Mr. Gibson to achieve a high-quality public library system for the residents of Clinton and Macomb Townships during his thirteen-and-a-half-year tenure as a Trustee and serving as President in 2014 and 2015; and

WHEREAS, Mr. Gibson led the director’s evaluation process from 2018 to 2021; and

WHEREAS, Mr. Gibson played a critical leadership role for the development of the library through two successful millage campaigns, two construction projects, to becoming one of the state’s leading public libraries;

NOW THEREFORE BE IT RESOLVED

That the Board of Trustees of the Clinton-Macomb Public Library extends its sincere gratitude and appreciation for Fred’s service over the past thirteen and a half years, and wishes him good health and great happiness in the future.

Detroit Institute of Arts’ Partners in Public Art (PIPA) – Clinton Township – On a motion from Mrs. Locke and seconded by Ms Pugh the Board approved supporting Clinton Township’s application for the PIPA program and designating the South Branch as the location of the work.

November 17, 2021 board meeting minutes – On a motion from Mrs. Wille and seconded by Mrs. Locke the minutes were approved as amended

adding, “This resolution was approved with the intent that the Board President and Library Director cannot alter the sale price of the property.” after the resolution on the sale of 16800 24 Mile Road.

Updated GOV-4 Library Board Bylaws – On a motion from Ms Pugh and seconded by Mrs. Locke GOV-4 Library Board Bylaws were updated to change the word “certifies” to “reviews” under Article III, Section 3, Item D.

Adjournment – On a motion from Mrs. Locke and seconded by Ms Pugh the meeting was adjourned at 7:50 p.m.

Approved: January 19, 2022
Elizabeth Pugh, Secretary