

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

April 20, 2022

- I. **Presentation** - Guests Jennifer Burnett, Branch Manager, and the staff of Michigan Schools & Government Credit Union's Macomb Township Branch presented a \$1,000 check to the library for early literacy projects and programming.

The credit union guests left the meeting at 6:37 p.m.

- II. **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., April 20, 2022, in the Board Room at 4090o Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Amy Wille.

A quorum was present, including the following: Cheryl Cannon; Ruth Cummins; Lynda Locke; Elizabeth Pugh; Camille Silda; Amy Wille; and ex-officio member Larry Neal.

Trustee Michael Lotito was excused.

Guests Jeannie Rivers, Head of Finance & Benefits; Lisa Hernandez, Payroll Specialist; and Greg Soule and Kate Farwell from Andrews, Hooper Pavlik were in attendance.

Clinton Township resident Kerry Kuzak was in attendance.

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

- IV. **Presentation** – Mr. Soule and Ms Farwell presented the draft audit for the year ended November 30, 2021.

On a motion from Mrs. Cannon and seconded by Mrs. Locke the audit for the year ended November 30, 2021 was accepted as amended to clarify a sentence on page 5 regarding expenses.

Mr. Soule and Ms Farwell left the meeting at 7:14 p.m.

- V. **Approval of Consent Agenda Items** – On a motion from Mrs. Silda and seconded by Mrs. Locke the Consent Agenda items were approved/received and filed:

- March 16, 2022 board meeting minutes
- March 2022 treasurer's report
- Updated personnel and service policies:
  - o BENR-3 Vacation Leave
  - o BENR-4 Sick Leave
  - o CIRC-1 Library Card
- FOIA request from Teamsters Local #214 and response
- Thank you note from Clinton Township Red Hat Ladies

- May-August 2022 *Library Matters*
- April 2022 *Digital Download*
- April 2022 *Early Lit Tips*
- April 2022 *Library Matters Monthly*
- Email and letter from Kerry Kuzak regarding meeting room policy
- Customer comment cards
- Press coverage

VI. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Ms Pugh the March checks totaling \$237,997.38 and electronic payments totaling \$2,229,091.99 were approved.

VII. **Public Comment** – Mrs. Kuzak requested the Library Board to change the meeting room policy to allow nonprofit organizations based outside of the library’s service area and without 501c3 status to use the rooms.

Mrs. Kuzak left the meeting at 7:22 p.m.

VIII. **Reports** –

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

IX. **Other Business**

*Updated Library Board planning calendar* – On a motion from Mrs. Silda and seconded by Ms Pugh the Board approved the updated 2022 planning calendar as presented.

*Resolution in honor of Friends of CMPL* – On a motion from Ms Pugh and seconded by Mrs. Silda the following resolution was approved:

“Whereas, on April 17, 1996, the Friends of the Library Committee was formed by the Clinton-Chippewa Valley District Library Board to explore the establishment of an organization to support and promote the growth of the library; and

Whereas, on September 24, 1996, the Friends were officially established with the purpose of enhancing public library services to the community; and

Whereas, on August 4, 1998, and again on August 5, 2014, thanks to critical support from the Friends, the library’s millages were passed for the construction and operation of a three-building, state of the art library system for the residents of Clinton Township and Macomb Township; and

Whereas, the Friends have accepted, sorted, stored, merchandised and sold well over a million used books and other items to raise funds, enrich the lives of readers of all ages, and engage in a massive “community recycling” program; and

Whereas, Friends’ members have generously provided this service as volunteers giving back thousands of hours of service to the community every year without compensation; and

Whereas, on November 2, 1996, the Friend's first fundraiser raised \$192 and by 2019 total fundraising efforts exceeded \$1 million; and

Whereas, their dedication and commitment have contributed greatly to the library's success by underwriting the majority of the library's programming and special initiatives such as pilot project funding, dedication events, safety equipment, the staff care fund, classroom deposit collections and much, much more; and

Whereas, the Friends serve as good-will ambassadors to the community promoting the library's programs and services; and

Whereas, the Friends have accomplished all of this with camaraderie, good cheer, and as an extended part of the library family;

Therefore, be it resolved that from this day forward, the west courtyard of the North Branch shall hereby be named in honor of all past, current and future Friends' volunteers as the "Friends of the Library Courtyard."

*Resolution on retirement of Kate Brown* – On a motion from Mrs. Cannon and seconded by Mrs. Silda the following resolution was approved:

"Whereas, Kate Brown was hired as an Adult Services Librarian on January 9, 2017; and

Whereas, Kate oversaw the Donald W. Green Local History Room and worked with Mr. Green to increase use of the collection by making much of it available for circulation; and

Whereas, Kate represented the library with several local history groups such as monthly meetings of the Clinton Township Historical Commission, the Macomb County Bicentennial kick-off workgroup, and as a judge for the Michigan History Day competition; and

Whereas, Kate shared her passion for poetry to the community by overseeing the poetry collection in the Adult Nonfiction Department, by creating a special collection of poetry by country of origin and type, by co-creating the very popular poetry walk in the Tomlinson Arboretum, and offering well received programs with her poetry recitations; and

Whereas, Kate's passion for serving adults with disabilities has greatly enhanced the library's outreach and service to this special population of library users; and

Whereas, Kate's warm, welcoming and cheerful personality will be greatly missed by members of the public and the library staff;

Therefore, be it resolved that the Board of Trustees of the Clinton-Macomb Public Library extends its sincere gratitude and appreciation for Kate's service over the past five plus years, and wishes her good health and great happiness in her retirement and next chapter in her life."

- X. **Adjournment** – On a motion from Mrs. Cannon and seconded by Ms Pugh the meeting was adjourned at 8:01 p.m.

Approved: May 25, 2022  
Elizabeth Pugh, Secretary