

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

December 21, 2022

- 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., December 21, 2022, in the Main Library Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Amy Wille.

A quorum was present, including the following: Cheryl Cannon; Ruth Cummins; Elizabeth Pugh; Lori Scharich; James Veal, Jr.; Amy Wille; and ex-officio, non-voting member Larry Neal.

Trustees Lynda Locke and Camille Silda attended the meeting remotely but as such were not counted as part of the quorum and were not eligible to vote.

Guests Phil Giannotta, Facilities Manager; Aaron Phillips from McCarthy & Smith; and Alex Fritz; Ben Telian and Jen Davis from Quinn Evans Architects were in attendance.

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

III. **Other Business – Part 1**

Mssrs. Neal, Phillips and Telian provided an overview of the North Branch project contingency summary. On a motion from Mrs. Cannon and seconded by Ms Pugh the North Branch project contingency summary was received, reviewed and filed.

The guests from McCarthy & Smith and Quinn Evans Architects provided an extensive overview of the concept designs and budget estimates for capital improvements and enhancements to the Main Library and South Branch. Mr. Neal provided a long-term financial forecast of the potential impact of issuing bonds with the assumption that the actual project costs approximated the concept estimates.

While the Board was very pleased by the concepts presented, concern was expressed about ensuring that all major upcoming capital improvements for the Main Library were accounted for as well as about the library's ability to service the level of bond debt required based on the current estimate.

The Board expressed an interest in continuing to explore both projects and directed the team to further refine cost estimates, review priorities, and identify items that could be phased in.

At 9 p.m. a sign was posted on the library's entrance door notifying members of the public of how they could attend the meeting.

On a motion from Mrs. Cannon and seconded by Mrs. Scharich the proposed contract addendum regarding the Main Library generator study was tabled to the February meeting.

All guests left the meeting at 9:24 p.m.

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

- November 16, 2022 board meeting minutes
- November 2022 treasurer's report
- Approved 2021-22 fiscal year budget amendment
- Updated GOV-5 Library Board Trustee Conduct policy
- Updated 2023 planning calendar
- Letter to Community Foundation of Southeast Michigan supporting The Zekelman Holocaust Center's grant application
- General letter supporting the Clinton Township Inclusive Playground Committee's grant application
- Letter to Anne Seurnyck regarding re-appointment as legal counsel
- Letter to Daniel Bernard regarding re-appointment as legal counsel
- Letter to Michael Nickerson regarding re-appointment as legal counsel
- Letter to Tom Colis regarding re-appointment as bond counsel
- Letter to Christopher Merique thanking for donation of historical books
- Thank you card from St. Paul of Tarsus for staff donations of food
- Hold harmless and indemnification agreement with Macomb Township for fireworks display
- December 2022 *Library Matters Monthly*
- December 2022 *Digital Download*
- Customer comment cards
- Press coverage

V. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mrs. Scharich the November checks totaling \$295,907.92, Suburban Library Cooperative centralized purchasing expenses totaling \$26,638.39 and electronic payments totaling \$394,757.29 were approved.

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

VII. **Reports** –

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

VIII. **Other Business**

Election of 2023 Library Board offices – Mrs. Silda presented the slate of officers on behalf of the Nominating Committee. On a motion from Mr. Veal and seconded by Mrs. Scharich the following slate of officers were elected:

President Amy Wille
Vice President Ruth Cummins
Secretary Elizabeth Pugh
Treasurer..... Cheryl Cannon

- IX. **Adjournment** – On a motion from Mrs. Cannon and seconded by Mrs. Cummins the meeting was adjourned at 9:30 p.m.

Approved: January 18, 2023
Elizabeth Pugh, Secretary