

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

May 17, 2023

- 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., May 17, 2023, 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; Lynda Locke; Elizabeth Pugh; Lori Scharich; Camille Silda; James Veal, Jr.; Amy Wille; and ex-officio, non-voting member Larry Neal.
- Guests Benjamin Telian from Quinn Evans, Terri Dedischew, Head of IT & Facilities and Phil Giannotta, Facilities Manager, were in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Cannon and seconded by Mrs. Locke the agenda was adopted as presented.
- III. **Other Business, Part I** –
- Mr. Telian provided an overview of a proposal for architectural and engineering services for the updates to the Main Library. On a motion from Mrs. Cannon and seconded by Ms Pugh the Library Board authorized the Library Director to sign an agreement with Quinn Evans for architectural and engineering services for the updates to the Main Library in an amount not to exceed \$775,000 plus reimbursable costs subject to receiving rate tables from Quinn Evans and Spalding Dedecker.
- Mr. Telian left the meeting at 6:55 p.m.
- Mr. Giannotta provided an overview of the responsibilities and typical job duties of the library's facilities team. The Board thanked him for his outstanding work.
- Mr. Giannotta left the meeting at 7:20 p.m.
- Mrs. Dedischew provided an overview of her request to purchase replacement computer equipment. On a motion from Mrs. Silda and seconded by Mrs. Scharich, the Board authorized the Library Director or his designee to purchase 140 monitors, 42 mini-computers and 39 all-in-one computers from Marco Technologies in an amount not to exceed \$108,509.
- IV. **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:
- April 19, 2023 board meeting minutes
 - April 2023 treasurer's report
 - Updated library board roster

- Letter to Macomb Township thanking for reappointment of James Veal, Jr.
 - Letter to Clinton Township thanking for reappointment of Lynda Locke
 - Thank-you letter from Juliane Morian regarding hiring input
 - Deed to 1859 map to State Archive of Michigan
 - May 2023 *Library Matters Monthly*
 - May 2023 *Digital Download*
 - May 2023 *Early Lit Tips*
 - Customer comment cards
 - Press coverage
- V. **Approval of Monthly Bills** – On a motion from Mrs. Cannon and seconded by Mrs. Cummins the April 2023 checks totaling \$223,634.15 and electronic payments totaling \$319,835.44 were approved.
- VI. **Public Comment** – There no members of the public present.
- VII. **Reports** –
Library Director – A thank-you card from the Friends of the Library volunteers was shared in appreciation of the Volunteer Luncheon personally paid for by the members of the Library Board.
- VIII. **Other Business, Part II** – None.
- IX. **Adjournment** – On a motion from Mrs. Cannon and seconded by Ms Pugh the meeting was adjourned at 7:35 p.m.

Approved: June 21, 2023
Elizabeth Pugh, Secretary