

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

February 17, 2016

- 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., February 17, 2016 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Peter Ruggirello.

A quorum was present, including the following: Barbara Brown; Michael Deyak; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Sharon Zielinski; and Associate Director/UX Juliane Morian.

Ex-officio Larry Neal was excused.

Guests Thomas Colis of Miller Canfield, Paddock and Stone; and Gary Cynowa and Mike Fontana from the Friends of Macomb Township Foundation were in attendance.

- II. **Adoption of the Agenda** – On a motion from Mr. Lotito and seconded by Mrs. Silda the agenda was adopted as amended to switch the order of “Item III. Presentation of donation” and “Item IV. Report regarding 2016 bond refunding.”
- III. **Report Regarding 2016 Bond Refunding** – Mr. Colis reported that the refunding process went very well and that the performance exceeded expectations producing NPV gross savings of \$1,243,028.77 over the remaining life of the bond issue. Mr. Colis left the meeting at 6:42 p.m.
- IV. **Presentation of Donation** – Mr. Cynowa and Mr. Fontana presented a check for \$2,000 to the library on behalf of the Friends of Macomb Township Foundation. The funds will be used toward the purchase of early literacy items related to the Family Place Library certification that is underway. Mr. Cynowa and Mr. Fontana left the meeting at 6:48 p.m.
- V. **Consent Agenda** – On a motion from Mr. Lotito and seconded by Mrs. Silda the Consent Agenda items were approved/received and filed:
- January 20, 2016 board meeting minutes
 - January 2016 treasurer’s report
 - Letter of agency for E-Rate Central
 - Letter warning Candace Lord about conduct
 - Letter banning Jonathan Taylor due to conduct
 - Letter banning Keywan Scott due to conduct
 - Letter banning Najla Mateen due to conduct
 - Letter warning Antoine Harris about conduct
 - Letter from Macomb Literacy Partners regarding support
 - Letter from Michael Nickerson for audit compliance
 - Letter from Daniel Bernard for audit compliance

- Notice of public hearing by Clinton Township Board of Appeals
- Approved *Cus-2 Code of Conduct* policy
- Updated 2016 Planning Calendar
- February 2016 *Library Matters Monthly*
- Suburban Library Cooperative 2014-15 Annual Report
- Customer comment cards
- Press coverage

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

VII. **Reports** –

Finance and Audit Committee – On a motion from Mrs. Brown on behalf of the Finance and Audit Committee the January checks totaling \$213,544.61 and electronic payments totaling \$212,157.25 were approved.

On a motion from Mrs. Brown on behalf of the Finance and Audit Committee Mr. Neal upon mutual agreement with Mr. Deyak was authorized to sign a contract to replace the North Branch boiler after three bids have been received and reviewed as an out of budget expenditure not to exceed \$55,000.

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

VIII. **Other Business** –

Resolution on the retirement of Marie Fiellman – On a motion from Mrs. Brown and seconded by Ms Pugh the following resolution was approved:

“Whereas, Marie M. Fiellman was hired fresh out of library school to work in the brand new Main Library as a full-time Popular Materials Librarian starting on September 29, 2003, and

Whereas, Marie has been aptly described as “polite, friendly, efficient, attentive, helpful, knowledgeable, stable, punctual and reliable,” and

Whereas, Marie has served in the role as the “Rita Bell of the library,” introducing the majority of the matinee and evening movies shown in Cinema CMPL along with ensuring that all customers were aware that “chilled water will be served,” and

Whereas, Marie started the popular Short Story collection in 2009, and

Whereas, Marie’s enthusiasm for readers advisory is exemplary and she has shared the joy of a good read with countless library customers coming to know their reading interests personally and through her creation of lists, lists, and more lists, and

Whereas, Marie will be greatly missed by the Library Board, staff and customers alike for her strong work ethic, never-ending willingness to pitch in, strong desire to continue to learn, appreciation of her job, and her unwavering joy in serving the public,

Therefore, be it resolved that the Board of Trustees of the Clinton-Macomb Public Library extends its sincere gratitude and appreciation for Marie's service over the past twelve and a half years, and wishes her good health and great happiness in her retirement as she begins a new chapter in her life."

Reappointments of Trustees Michael Deyak and Fred Gibson, Jr. – On a motion from Mrs. Silda and seconded by Mrs. Zielinski the Board President will send a letter to the Clinton Township Board requesting the reappointments of Mr. Deyak and Mr. Gibson.

Amendment to 2015-16 Salary Scale – On a motion from Mr. Deyak and seconded by Ms Pugh the Board approved the amendment to the 2015-16 Salary Scale as presented.

Tax credit transfer for South Branch – On a motion from Mr. Gibson and seconded by Ms Pugh the Board tabled the decision until additional information was obtained.

Posting proposed meeting minutes on website – On a motion from Mrs. Silda and seconded by Mr. Lotito the Board tabled the decision until additional information was obtained.

Mrs. Zielinski provided a brief report on the workshop she attended at the Romeo District Library about *Robert's Rules of Order*.

IX. **Adjournment** – On a motion from Mr. Lotito and seconded by Mr. Deyak the meeting was adjourned at 7:34 p.m.

Approved: March 16, 2016
Elizabeth Pugh, Secretary