

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

July 19, 2017

- 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., July 19, 2017 in the Meeting Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Peter Ruggirello.

A quorum was present, including the following: Cheryl Cannon; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Amy Wille and Ex-officio Larry Neal.

Trustee Barbara Brown was excused.

Guests Amy Young, School Outreach Librarian; Angie Vita, PLA Intern; and Steven Smith, TMP Architecture, were in attendance.

- II. **Adoption of the Agenda** – On a motion from Mr. Lotito and seconded by Ms Pugh the Agenda was adopted as presented.

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

- June 21, 2017 board meeting minutes
- June 2017 treasurer's report
- Updated CIRC-2 Checkout policy
- Updated board roster
- Letter from Suburban Library Cooperative regarding Board appointment
- Letter to Robert Brown regarding MLBPH donation
- Letter to Barbara Hendrick regarding MLBPH donation
- Letter to Beth Downs notifying of titles purchased
- Letter to Richard Schrage regarding MLBPH donation
- Letter to Carol Squillace notifying of additional memorial donations
- Letter to Josephine Strasz regarding MLBPH donation
- Letter to Sam Tavernit regarding MLPBH donation
- Letter to Vicki Fraternali regarding donation
- Letter to Jim Fitzmaurice regarding request for reconsideration
- July 2017 *Library Matters Monthly*
- IFLA flyer – how to spot fake news
- Customer comment cards
- Press coverage

- IV. **Approval of Monthly Bills** – On a motion from Mr. Lotito and seconded by Mrs. Silda the June checks totaling \$362,003.37 and electronic payments totaling \$221,081.23 were approved.

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

- VI. **Presentations** – Mrs. Young and Ms Vita provided an overview of the Public Library Association Internship grant program and their work to date. Mrs. Young and Ms Vita left the meeting at 6:45 p.m.

Mr. Smith provided an update about the site review and surveys under way for the future North Branch. Mr. Smith left the meeting at 7:17 p.m.

Mr. Neal provided highlights and a summary of trends in several new library buildings he has visited in the past two months.

- VII. **Reports** –

Library Director – Mr. Neal will obtain an estimate from Anne Seuryneck to update the district library agreement. Mr. Ruggirello and Mr. Neal will meet with each township supervisor to discuss the potential update. The report was received, reviewed and filed.

- VIII. **Other Business** –

Request to purchase RFID equipment – On a motion from Mr. Gibson and seconded by Ms Pugh the request to purchase 20 RFID antennas and readers from Tech Logic in an amount not to exceed \$36,000 was approved.

Safety deposit box – On a motion from Mrs. Silda and seconded by Mr. Lotito the Board decided that the library would discontinue maintaining a safety deposit box.

Proposed update the GOV-4 Library Board bylaws – On a motion from Mr. Lotito and seconded by Mrs. Cannon the Board approved the update as presented.

Committee assignments – The document was received, reviewed and filed.

- IX. **Adjournment** – On a motion from Mr. Lotito and seconded by Mr. Gibson the meeting was adjourned at 8:28 p.m.

Approved: August 16, 2017

Elizabeth Pugh, Secretary