

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

September 20, 2017

- I. **Call to Order of the Public Hearing** – The public hearing of the Board of Trustees of the Clinton-Macomb Public Library on the 2017-18 budget was called to order at 6:33 p.m., September 20, 2017 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; Cheryl Cannon; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Amy Wille; and ex-officio member Larry Neal.

There were no guests in attendance.

Mr. Lotito joined the hearing at 6:43 p.m.

On a motion from Mr. Lotito and seconded by Ms Pugh the proposed preamble and resolution for the proposed budget for fiscal year 2017-18 were approved on a unanimous roll call vote.

- II. **Adjournment** – On a motion from Mrs. Cannon and seconded by Mr. Gibson the public hearing was adjourned at 6:48 p.m.

- III. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:49 p.m., September 20, 2017 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; Cheryl Cannon; Fred Gibson, Jr.; Michael Lotito; Elizabeth Pugh; Peter Ruggirello; Camille Silda; Amy Wille; and Ex-officio Larry Neal.

There were no guests in attendance.

- IV. **Adoption of the Agenda** – On a motion from Mrs. Brown and seconded by Ms Pugh the Agenda was adopted as presented.

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

- August 16, 2017 board meeting minutes
- August 2017 treasurer's report
- Updated 2017 Board Committee Assignments
- Updated 2017 Planning Calendar
- Letter from Christine Johns regarding ConnectED Library Challenge
- Letter to Patriot Week Foundation regarding donation
- Letter to request director's annual review in closed session
- August 2017 *Library Matters for Staff*
- September 2017 *Library Matters Monthly*
- September 2017 *Tips for Top-Notch Teachers*

- Customer comment cards
- Press coverage

VI. **Approval of Monthly Bills** – On a motion from Mrs. Brown on behalf of the Finance and Audit Committee the August checks totaling \$151,837.60 and electronic payments totaling \$262,819.77 were approved.

VII. **Presentations** – There were no presentations.

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

IX. **Reports** –

*Finance and Audit Committee* – On a motion from Mrs. Brown on behalf of the Finance and Audit Committee the Board authorized the purchase of 50 meeting room chairs and 3 dollies in the amount of \$10,917 plus shipping.

*Library Director* – Mr. Neal will schedule a meeting of the Building Committee and TMP Architecture to discuss the site study results and proposed lot split. The report was received, reviewed and filed.

X. **Other Business** –

*Election of Nominating Committee* – On a motion from Mrs. Cannon and seconded by Ms Pugh the following Board members were elected to the Nominating Committee: Mr. Ruggirello (chair), Mr. Gibson and Mrs. Wille.

*2018 Planning Calendar* – On a motion from Mr. Lotito and seconded by Ms Pugh the 2018 Planning Calendar was approved as presented.

*District Library Agreement and Restatement* – A motion from Mrs. Brown and seconded by Ms Pugh to approve the proposed third amendment and restatement contingent upon a review by the Library of Michigan was postponed by a motion from Mr. Lotito and seconded by Mr. Gibson until the proposed third amendment and restatement were reviewed by the Library of Michigan.

*2018-2020 Strategic Plan* – On a motion from Mr. Lotito and seconded by Mrs. Cannon the 2018-2020 Strategic Plan was approved.

*Director's Annual Evaluation* – On a motion from Mrs. Silda and seconded by Mr. Lotito the Board entered into closed session as requested by Mr. Neal at 8:25 p.m. on a unanimous roll call vote for the purpose of discussing the director's annual evaluation.

Mr. Neal left the meeting at 8:26 p.m.

Mr. Neal rejoined the closed session at 8:51 p.m.

On a motion from Mrs. Silda and seconded by Mr. Lotito the Board returned to open session at 8:58 p.m.

On a motion by Mr. Lotito and seconded by Mrs. Silda, the Board approved a \$7,500 bonus and renewal of the Library Director's Employment Agreement through October 1, 2018 for Mr. Neal.

- XI. **Adjournment** – On a motion from Mr. Lotito and seconded by Mrs. Brown the meeting was adjourned at 9 p.m.

Approved: October 25, 2017  
Elizabeth Pugh, Secretary