

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

May 16, 2018

- 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 16, 2018 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Camille Silda.
- A quorum was present, including the following: Cheryl Cannon; Fred Gibson, Jr.; Elizabeth Pugh; Peter Ruggirello; Camille Silda; and Ex-officio Larry Neal.
- Trustees Barbara Brown, Michael Lotito and Amy Wille were excused.
- Guests Ann Dilcher, James Mumby and Benjamin Telian of Quinn Evans Architects were in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Cannon and seconded by Mr. Gibson the Agenda was adopted as amended to add under Other Business: “VIII. D. Note of appreciation to Library Fundraiser Committee,” “VIII. E. Acceptance of the 2016-17 fiscal year audit,” and “VIII. F. Resolution on the transition of Kathy Gregory.”
- III. **North Branch Site and Building Update** – Ms. Dilcher, Mr. Mumby and Mr. Telian provided an update on the site and building. The site is posing a few challenges regarding the extent and location of the wetlands and a floodplain line that needs to be updated by FEMA. The team is striving to keep the impact on wetlands to under 1/3 of an acre and to elevate the building to keep it well above the floodplain height. It is anticipated that the floodplain line will change significantly in a favorable way once the work on the detention pond is finished. It is not known how long it will take for the map to be updated by FEMA. A draft of the program diagram was presented. The board thanked Quinn Evans for the progress on the project.
- Ms Dilcher, Mr. Mumby and Mr. Telian left the meeting at 7:24 p.m.
- IV. **Approval of Consent Agenda Items** – On a motion from Mrs. Cannon and seconded by Ms Pugh the Consent Agenda items were approved/received and filed:
- April 18, 2018 board meeting minutes
 - April 2018 treasurer’s report
 - Letter to Mariah Gibson regarding conduct
 - Letter to Brian Traskos regarding conduct
 - Letter from Clinton Township regarding library board appointments
 - 2016-17 fiscal year audit representation letter
 - 2018 board roster
 - May 2018 *Library Matters Monthly*

- “When Teens Take Over” article in April 2018 issue of *VOYA*, by CMPL Teen Services Manager Sarah Jones
 - “Breaking Records at the Polls” article in April 2018 issue of *Library Administrator’s Digest*
 - Customer comment cards
 - Press coverage
- V. **Approval of Monthly Bills** – On a motion from Mr. Ruggirello and seconded by Ms Pugh the April checks totaling \$154,009.99 and electronic payments totaling \$438,082.70 were approved.
- VI. **Public Comment** – There were no members of the public present.
- VII. **Reports** –
Library Director – The report was received, reviewed and filed.
- VIII. **Other Business**
October board meeting date – On a motion from Mrs. Cannon and seconded by Ms Pugh the October board meeting date was changed from October 24 to October 17.
Clinton Township library board appointments – On a motion from Mr. Gibson and seconded by Mr. Ruggirello the board requested Mr. Lotito to send a letter to the Clinton Township Board of Trustees thanking them for the reappointments of Ms Pugh and Mr. Ruggirello.
Permission to serve alcohol at Rotary board meeting – On a motion from Mr. Ruggirello and seconded by Ms Pugh the board authorized Mr. Neal to serve wine at the July 10 Rotary board meeting to be held at the Main Library.
Note of appreciation to the library Fundraiser Committee – On a motion from Ms Pugh and seconded by Mr. Gibson the board requested Mr. Lotito to send a letter to the library’s Fundraiser Committee thanking the members for their outstanding work on the event.
Acceptance of the 2016-17 fiscal year audit – On a motion from Ms Pugh and seconded by Mr. Ruggirello the board accepted the 2016-17 fiscal year audit.
Resolution on the transition of Kathy Gregory – On a motion from Mrs. Cannon and seconded by Mr. Gibson the board approved the following resolution:
“Whereas, Kathy Gregory was hired to work at the old Main Library in the Campus Plaza Shopping Center starting on October 14, 1998, and
Whereas, Kathy was promoted to work at the checkout desk and to process materials from 5 to 9 on Thursdays and 9 to 5 on Saturdays starting on April 5, 1999, and

Whereas, Kathy received her Library Science Master's degree from Wayne State University in 2001 and was hired as a part-time youth librarian at the South Branch that year, and

Whereas, by 2014 she had become a full-time librarian in the Popular Materials Department at the Main Library, and

Whereas, Kathy was integral to the success of the library's annual "Taste of the Town," fundraisers, and

Whereas, Kathy has an excellent reputation for her "customer first" service philosophy and knows numerous customers by name and is asked for by name by numerous customers, and

Whereas, Kathy did an outstanding job representing the library and community as an appointee to Clinton Township's Cultural Diversity Committee, and

Whereas, Kathy has curated an excellent collection of music on CD, and

Whereas, Kathy consistently met or exceeded standards on all of her performance evaluations over the years,

Therefore, be it resolved that the Board of Trustees of the Clinton-Macomb Public Library extends its sincere gratitude and appreciation for Kathy's service over the past nineteen and a half years, and wishes her good health and great happiness professionally and personally as she moves to Fairfax County, Virginia, and begins a new chapter in her life."

- IX. **Adjournment** – On a motion from Mrs. Cannon and seconded by Ms Pugh the meeting was adjourned at 7:58 p.m.

Approved: June 20, 2018
Elizabeth Pugh, Secretary