

Clinton-Macomb Public Library

Board of Trustees Meeting Minutes

September 19, 2018

- I. **Call to Order of the Public Hearing** – The public hearing of the Board of Trustees of the Clinton-Macomb Public Library on the 2018-19 budget was called to order at 6:36 p.m., September 19, 2018 in the Board Room at 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Michael Lotito.

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.

Guests Anne Dilcher, James Mumby and Benjamin Telian of Quinn Evans Architects were in attendance.

On a motion from Mrs. Cannon and seconded by Mrs. Wille the proposed preamble and resolution for the proposed budget for fiscal year 2018-19 were approved on a unanimous roll call vote.

- II. **Adjournment** – On a motion from Mrs. Silda and seconded by Mrs. Brown the public hearing was adjourned at 6:39 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 6:40 p.m., September 19, 2018 in the Main Library Board Room, 40900 Romeo Plank Road, Clinton Township, Michigan. The presiding officer was Michael Lotito.

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.

Guests Anne Dilcher, James Mumby, and Benjamin Telian of Quinn Evans Architects were in attendance.

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

- V. **North Branch building update** – Ms Dilcher, Mr. Mumby, and Mr. Telian provided revised elevations that took into account feedback from the Macomb Township Town Center Committee.

Ms Dilcher, Mr. Mumby and Mr. Telian left the meeting at 7:45 p.m.

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

- August 30, 2018 board meeting minutes
- August 2018 treasurer's report

- Letter to Andrea Collins regarding behavior
- Letter from minor customer regarding theft of mouse
- Letter to minor customer regarding theft of mouse
- Letter to Michael Lotito requesting director's review in closed session per standard practice
- Letter to State Librarian requesting approval of updated district library agreement
- Fall 2018 Friends of CMPL *The Bookbinder*
- September 2018 *Library Matters Monthly*
- Fall 2018 MLBPH @ CMPL *Reading Is for Everyone*
- September 2018 *Tips for Top-Notch Teachers*
- Customer comment cards
- Press coverage

VII. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Ms Pugh the August checks totaling \$200,995.27 and electronic payments totaling \$390,423.52 were approved.

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

IX. **Reports** –

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

X. **Other Business**

Request to purchase AV equipment – On a motion from Mr. Ruggirello and seconded by Ms Pugh the Board approved the contract with National Communications Corporation to install AV equipment in the Brennan and Cannon Conference Rooms at the Main Library in an amount not to exceed \$10,746.98.

Election of Nominating Committee – On a motion from Mrs. Cannon and seconded by Mrs. Brown the Board elected the following members to serve on the Nominating Committee to propose a slate of 2019 officers: Peter Ruggirello, Chair; Fred Gibson, Jr.; and Amy Wille.

2019 Planning Calendar – On a motion from Mr. Ruggirello and seconded by Mrs. Wille the Board approved the 2019 Planning Calendar as presented.

Renewal of the library director's employment agreement – On a motion from Mrs. Cannon and seconded by Ms Pugh the Board approved extending the agreement through November 30, 2018. The shorter term was set to line up the renewal of the agreement with the library's fiscal year.

XI. **Adjournment** – On a motion from Mrs. Brown and seconded by Mr. Gibson the meeting was adjourned at 8:19 p.m.

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Approved: October 17, 2018
Elizabeth Pugh, Secretary