

## Clinton-Macomb Public Library

### Board of Trustees Meeting Minutes

December 19, 2018

- I. **Call to Order** – The regular meeting of the Board of Trustees of the Clinton-Macomb Public Library was called to order at 6:34 p.m., December 19, 2018 in the 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; Amy Wille; and Ex-officio Larry Neal.  
Trustee Camille Silda was excused.  
Guests William McCarthy and Aaron Phillips from McCarthy & Smith, Inc.; and Ann Dilcher, James Mumby and Benjamin Telian from Quinn Evans Architects were in attendance.
- II. **Adoption of the Agenda** – On a motion from Mrs. Brown and seconded by Mrs. Wille the agenda was adopted as presented.
- III. **New North Branch update** – The estimated design development budget and project schedule were presented and discussed. Mr. Lotito will request a meeting with the Macomb Township Supervisor to discuss the improvements expected in the right-of-way as they relate to the scope of the library project. The representatives from McCarthy & Smith and Quinn Evans Architects left the meeting at 7:57 p.m.
- IV. **Approval of Consent Agenda Items** – On a motion from Mrs. Cannon and seconded by Mrs. Wille the Consent Agenda items were approved/received and filed:
  - November 28, 2018 board meeting minutes
  - November 2018 treasurer's report
  - Amended 2017-18 fiscal year budget
  - Approved escrow agreement and covenant deed
  - Updated director's employment agreement
  - Updated Macomb Library for the Blind and Physically Handicapped memorandum of understanding
  - Letter from Quinn Evans Architects regarding expanded firm
  - Letter from Robert Cannon to Macomb Literacy Partners volunteers
  - Letter banning minor due to behavior
  - Letter banning minor due to behavior
  - Warning to minor due to behavior
  - Warning to Dlante Crittendon due to behavior
  - Letter to Carl and Valerie Narsasian in memory of Flora LaDouceur
  - Letter to Nancy Paul regarding donation to MLBPH
  - Letter to DSWPS regarding donation

- Letter to family of Lily Marcaccio notifying of donation
- Letter to Macomb Township thanking for property
- November 2018 *Library Matters Monthly*
- Suburban Library Cooperative 2017-18 Annual Report
- Customer comment cards
- Press coverage

V. **Approval of Monthly Bills** – On a motion from Mrs. Brown and seconded by Mrs. Cannon the November checks totaling \$317,493.48 and electronic payments totaling \$264,477.06 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**

*Election of 2019 Library Board officers* – On a motion from Mrs. Cannon and seconded by Mr. Gibson the following officers were elected for 2019:

President.....Michael Lotito  
Vice-President ..... Camille Silda  
Secretary ..... Elizabeth Pugh  
Treasurer .....Barbara Brown

*Exclusive leasing agreement extensions for North Branch and South Branch* – On a motion from Ms Pugh and seconded by Mrs. Brown the Board authorized Mr. Neal to sign exclusive leasing agreement extensions for the North Branch and South Branch with L. Mason Capitani as long as the terms of the original agreements remain unchanged.

*Annual appointment of legal counsel* – On a motion from Mrs. Brown and seconded by Mrs. Cannon the following attorneys will be retained for 2019: Michael Nickerson (general counsel), Anne Seuryneck (library law specialist); Tom Colis (bond/millage counsel), Daniel Bernard (employment) and Peter Peacock (employment).

*Strategic Plan progress report* – Mr. Neal reviewed the highlights of the report of the activities of the library for the 2017-18 fiscal year. On a motion from Mrs. Brown and seconded by Mrs. Cannon the Board asked Mr. Neal to extend its sincere appreciation of the outstanding work of Juliane Morian, Associate Director/UX, and the entire library staff over the past year towards the goals of the strategic plan.

IX. **Adjournment** – On a motion from Mrs. Wille and seconded by Mrs. Brown the meeting was adjourned at 8:20 p.m.

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Approved: January 16, 2019  
Elizabeth Pugh, Secretary